

Policy

Part A: Drug and Alcohol Policy
Number: OP-16/04



Policy manager:	Director People & Culture	Date approved:	September 2016
Category:	Operational	Date last revised:	September 2016
Refined category:	Human Resources	Next review date:	September 2019
Authorised by:	Chief Executive		

Drug and Alcohol Policy

1. Purpose and Scope

This policy applies to all Wintec staff, students, contractors and visitors to Wintec. There are limited exceptions for alcohol-related studies within the Hospitality programme or alcohol at Wintec functions which have been endorsed by a member of the executive leadership team.

Wintec prohibits working or conducting Wintec business (including any situation where students are under the supervision of a staff member) under the influence or possession of a controlled substance.

It is our obligation to ensure that we train our students to meet the safety standards as those expected within New Zealand workplaces. Wintec has identified “high risk” areas and programmes where drug and / or alcohol consumption would compromise others’ safety where use of heavy machinery, equipment and focussed concentration applies.

This policy is not intended to result in the summary dismissal of staff who have an issue with drugs and/or alcohol, but to identify, support and help facilitate the rehabilitation of those who may be a danger to themselves or others. It is recognised that there may be serious cases where dismissal or removal from the campus could be appropriate due to an individual’s conduct, regardless of the test results.

The approach with individuals affected by alcohol and/or drugs should, where appropriate, be one of support.

Policy Statement

Wintec is committed to creating a workplace that removes the risks presented to the Wintec community through the use and /or abuse of drugs and alcohol. We recognise that people affected by alcohol and/or drugs are a safety hazard to themselves, and others in the workplace and wider community.

Related legislation and policies (for Policy Web)

- Health and Safety at Work Act 2015
- Employment Relations Act 2000
- Health and Disability Commissioner Act 1994
- Human Rights Act 1993
- Privacy Act 1993
- Wintec’s Drug and Alcohol Guidelines
- Wintec’s Safety and Wellbeing Policy
- Wintec’s Employee Complaint Management Policy
- Wintec’s Staff Disciplinary Policy
- Wintec’s Recruitment and Selection Policy
- Wintec’s Vehicle Use Policy
- Wintec’s Students Complaints, Concerns and Appeals Policy