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Level 1

Drugs and alcohol policy

Endorsement and Authorisation

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Issue record

Issue	Date	Comments
1	February 2004	New document to support RGS GE/RT8070
2	February 2005	Reformatted to migrate into the new Network Rail Standards Framework
3	April 2006	Restructured into a high level company standard with separate supporting Network Rail procedures
4	August 2008	Reformatted into the new Network Rail Standards template and revised to reference the revised supporting Level 2 standards
5	September 2011	Reissued following review of standard
6	December 2015	Reissued following review of standard

Compliance

This Network Rail standard is mandatory and shall be complied with by Network Rail and its contractors if applicable from 05 March 2016.

Reference documentation

Testing for Drugs and Alcohol

Transport and Work Act 1992

Drugs and Alcohol, Railway Group Standard GE/RT8070

Guidance on the Management of Drugs and Alcohol, GE/GN8570

General requirements for the competence of testing and calibration laboratories, ISO/IEC 17025:2005

Network Rail Health and Safety Management System

Sentinel Scheme Rules.

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1 Purpose

1.1.1 Drugs and alcohol affect people's ability to work safely, which is a risk to individuals as well as to the organisation.

1.1.2 Implementation of this policy contributes to controlling the risk of Network Rail employees and contractors working while under the influence of drugs and alcohol.

1.1.3 It also helps achieve compliance with the requirements of the Transport and Works Act 1992, Network Rail's Health and Safety Management System, and Railway Group Standard GE/RT8070, *Drugs and Alcohol*.

2 Scope

2.1.1 This policy:

a. sets out the drugs and alcohol principles for all employees and contractors working on Network Rail infrastructure;

b. includes requirements and guidance for drug and alcohol testing and breaches of the policy.

2.1.2 Suppliers of domestic services (such as office cleaning) are exempt from the policy, but are encouraged to apply similar standards in respect of their employees.

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3 Definitions

Term	Definition
Alcohol cut-off level	Alcohol testing cut-off levels are those prescribed by the Railway Group Standard GE/RT8070 to define a positive result. An unfit state through alcohol means more than: 29 milligrams of alcohol per 100ml of blood 13 micrograms of alcohol per 100ml of breath, or 39 milligrams of alcohol per 100ml of urine.
At work	Any time when a person is being paid and is 'on duty', including periods of paid 'on call' duties. Attendance at evening functions, periods of free time at the end of a training day within residential courses, etc., are not generally considered to be time at work for these purposes.
Candidate	A person who requests or seeks employment with Network Rail or a contractor.
Chain of custody	A process used to maintain and document the chronological history of a drugs and alcohol sample in order to guarantee the identity and integrity of the sample from collection through to reporting of the test results, and which leads to the production of a legally defensible report.
Contractor	Any contractor, subcontractor, agency employee or other person engaged under a contract of service to work for or on behalf of Network Rail, excluding domestic services. Where the contractor is a company, this includes all employees or agency workers (whether permanent or temporary) of that company working on behalf of Network Rail.
Donor	Person providing specimen for drugs and alcohol testing.
Drug	A substance that, when taken into the body, is capable of affecting mental or physical performance.
Employee assistance programme	A confidential service for information and advice or counselling available to employees free of charge, 24 hours a day, 365 days of the year.
Fair culture investigation process	A process of investigation conducted under the 'Principles of a Fair Culture' agreement made between Network Rail, the RMT and the TSSA.
Gas chromatography and mass spectrometry	A technique used to identify and accurately measure the concentration of drugs or their metabolites present in a sample.
Home Office approved device	A device which holds a certificate showing the Parliamentary Breath Test Device as approved by the Parliamentary Under Secretary of State.
Informed consent	Consent to a procedure, freely given following a full explanation.
Laboratory analysis	Confirmation of the nature and concentration of substances present in the sample, using current scientific best practice,

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