

# Policy: Usage of Alcohol

**PL No. – 64**

**Issued On – 30/11/2021**

**Applicability – All Employees on Company Roll**

**Total Number of Pages – 1**

Usage of alcohol before 24 hours of their duty is banned for those who are into production and security. Any staff who is engaged in work which involves driving forklifts, tractors, operating plants, inspection during the production, or operating any machinery is not permitted to have alcohol within the last 24 Hours of their shift. This applies on security staff as well.

Alcohol impairs the alertness of the individual and people who take alcohol are not alert. Alcohol impairs their ability to react, their reaction is slow and poor to the situations, which can cause accidents. Also, staff on floor will be subjected to random breath/urine/blood test to determine the level of toxicity they have.

If staff members are found to have consumed alcohol within the last 24 Hours, they will be first given warning. However habitual offenders will be subjected to penalizing action, including immediate termination and penalty on the F&F.

This policy is designed to safeguard everyone, specially those who do not consume alcohol, yet are on the risk because of others.

*Ok Approved*

Written By  
Head – HR



*Approved*

Approved By  
Management