

Alcohol and Drugs*

The Company is committed to a safe, healthy, and productive work place for all. The Company recognises that alcohol, drug or other substance abuse by colleagues will impair their ability to perform properly and will have serious adverse effects on the safety, efficiency, and productivity of other colleagues and the Company as a whole. The misuse of legitimate drugs, or the use, possession, distribution, or sale of illicit or unprescribed controlled drugs on Company business or premises, is strictly prohibited and is grounds for termination of employment. Possession, use, distribution, or sale of alcoholic beverages on Company premises is not allowed without prior approval of appropriate senior management. Being unfit for work because of use of drugs or alcohol is strictly prohibited and is grounds for termination of employment. While this Policy refers specifically to alcohol and drugs, it is intended to apply to all forms of substance abuse.

The Company recognises alcohol or drug dependence as a treatable condition. Colleagues who suspect they have an alcohol or drug dependency are encouraged to seek advice and to follow appropriate treatment promptly before it results in job performance problems. Medical professional staff will advise and assist in securing treatment. Those colleagues who follow approved treatment will receive disability benefits in accordance with the provisions of established benefit plans and medical insurance coverage consistent with existing plans.

No colleague with alcohol or drug dependency will be terminated due to the request for help in overcoming that dependency or because of involvement in a rehabilitation effort. However, a colleague who has had or is found to have a substance abuse problem will not be permitted to work in designated positions identified by management as being critical to the safety and well-being of colleagues, the public, or the Company. Any colleague returning from rehabilitation will be required to participate in a Company-approved after-care programme. If a colleague violates provisions of the Alcohol and Drugs Policy, appropriate disciplinary action will be taken. Such action cannot be avoided by a request at that time for treatment or rehabilitation. If a colleague suffering from alcohol or drug dependency refuses rehabilitation or fails to respond to treatment or fails to meet satisfactory standards of effective work performance, appropriate disciplinary action, up to and including termination, will be taken. This policy does not require and should not result in any special regulations, privileges, or exemptions from normal job performance requirements.

The Company may conduct unannounced searches for drugs and alcohol on owned or controlled property. The Company may also require colleagues to submit to medical evaluation or alcohol and drug testing where cause exists to suspect alcohol or drug use. Unannounced periodic or random testing will be conducted when a colleague meets any one of the following conditions: has had a substance abuse problem or is working in a designated position identified by management, a position where testing is required by law, or a specified executive position. A positive test result or refusal to submit to a drug or alcohol test is grounds for disciplinary action, including termination.

Contractor personnel are also covered by paragraph one and the search provision of paragraph four of this policy. Those who violate this policy will be removed from Company premises and may be denied future entry.

In addition to the above policy, it is a requirement of the Company that all applicants accepting offers of regular employment must pass a drug test.

***Please Note:**

This policy will be adopted globally to be effective as from July 2000 with exceptions in some areas for language differences, which have been approved by the Infineum Leadership Team.