

**1. GENERAL CONSIDERATIONS**

- 1.1** The use or abuse of any mood altering substance, such as alcoholic beverages or an illegal drug, interferes with a safe workplace. SWS Ltd is committed to providing everyone whether they are shore based or on board a vessel with a safe workplace and an atmosphere which will allow them to protect their fellow work colleagues, crewmembers, vessel and the environment. The mental and physical condition of all must be such that each is in an utmost state of readiness and can perform their job in the safest manner possible at all times
- 1.2** This Drug and Alcohol Policy applies to all persons in the service of the Company (SWS Ltd), onboard an SWS vessel or at an SWS premises.
- 1.3** For the marine crew "In the Service" of SWS means from the time they leave their point of departure to reporting onboard until they arrive at their point of return having completing a tour of duty onboard.
- 1.4** This Policy has been developed taking into consideration the general industry requirements for onshore staff and seafarers and the statutes of any applicable governing regulations implemented by any vessel Flag State and any Port Authority. It is the intention of the Company to ensure that this Drug and Alcohol Policy exceeds the industry standard.

**2. USE, POSSESSION OR CONSUMPTION OF DRUGS**

- 2.1** The use, possession or consumption of illegal drugs or any other illegal substance by onshore staff, crew members or supernumeraries is expressly and strictly prohibited.
- 2.2** Any staff member, crewmember or supernumerary who is taking a properly medically prescribed controlled substance shall inform the Company, prior to reporting to a place of work, office, or vessel, etc. the type and use of the prescribed controlled substance for their own protection.

**3. USE, POSSESSION OR CONSUMPTION OF ALCOHOLIC OR INTOXICATING BEVERAGES AND SUBSTANCES.**

- 3.1** The consumption or possession of alcoholic or intoxicating beverages and substances is strictly and expressly prohibited on board SWS vessels.
- 3.2** The company has set the following limits in respect of Alcohol consumption ashore:
  - Must never exceed 50 mg of alcohol per 100ml of blood and in any case never more than 4 units over a 24hr.
  - The equivalent limits for breath (BrAc) is 22micrograms/100ml and Urine (UAC) 67mg/100ml;
  - No alcohol may be consumed in the period starting four hours before the commencement of the watch.

**4. DRUG AND ALCOHOL TESTING**

All on shore staff members and persons onboard shall comply with the following testing requirements;

- 4.1** Pre-Employment Testing. Where applicable the company may require any individual to pass a test for dangerous drugs and alcohol.
- 4.2** The company may require an individual to pass an unannounced drug and alcohol test prior to returning to service.
- 4.3** Random Testing. All may be called upon, unannounced, to undergo a random drug or alcohol test during service.

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- 4.4** Chemical testing will be administered by a third party and may sample all individuals. Chemical test results shall be forwarded to an appropriate testing facility under identifiable chain of custody procedures.
- 4.5** Mandatory Drug and Alcohol Testing. The Company, or in the case of the vessels the Master may direct any individual to undergo a chemical test or breath analysis under the following conditions: Whenever there is a loss of life, a serious injury to an individual, a significant loss or damage to property or the discharge of any other substance causing pollution, or for any other reason they / he feels may be justified.
- 4.6** Reasonable Cause. The decision to test shall be based on a reasonable belief that the person is intoxicated or has used a dangerous drug. Where practicable, this belief should be based on the observation of the individual by two persons. Examples include the observation of the manner, disposition, speech, muscular movement, and general appearance or behaviour of an individual or when the odour of alcohol is detected upon an individual. Where possible the test will be administered by a Company approved tester, or in the case of the vessels the Master and witnessed.

**5. ACCEPTANCE OF THIS POLICY SHALL BE A CONDITION OF EMPLOYMENT**

- 5.1** Service with SWS Ltd is conditional upon the adherence of the company's drug and alcohol policy. A signed acknowledgement to that affect will be held within the company's ISM manual must be signed on joining the Company, or vessel.

**6. EMPLOYEE ASSISTANCE PROGRAM**

- 6.1** The Company has an employee assistance program for those seeking help on relation to Drug and alcohol abuse.
- 6.2** Shore based management personnel shall be available at any time for consultation and for assistance in seeking help.

For and On Behalf of SEAWIDE SERVICES LTD. (SWS Ltd);

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**DRUG AND ALCOHOL ACKNOWLEDGMENT AND DECLARATION**

**DRUG & ALCOHOL POLICY**

- A. -----I, -----, hereby declare that I have not been a habitual user of any drugs other than at times they have been prescribed to me by a registered medical practitioner.
- B. -----I undertake not to take and possess any drugs while serving on board an SWS Ltd vessel, or on an SWS Ltd premises unless prescribed by the ship's officer or a medical practitioner appointed by the Master or the Company. I will disclose to the Master on the ship I serve and to the Company any prescribed medications that I take.
- C. -----I undertake to submit myself to testing for abuse of alcohol or drugs in accordance with the requirements of any applicable governing regulations and the Company's policy on drugs and alcohol.
- D. -----I have read and understand the Company's Drug and Alcohol Policy and I am fully aware of the Company's policy regarding alcohol and drug abuse along with its policies prohibiting the use, consumption and possession of alcohol on board SWS vessels, premises or work sites.
- E.-----I give my solemn pledge that I will not use any illicit or illegal drug while in the service of the ship or Company.

**Place:**

**Date:**

**Vessel / Establishment:**

**Signed:**

**Name and Rank / Position / Job Title:**

Witness for SEAWIDE SERVICES LTD.,

**Distribution:**

Copy of Drug and Alcohol Policy to Be Retained by Crew Member / Staff Member.

One Original of Acknowledgment and Declaration to be retained on Vessel (where applicable).

One Original of Acknowledgment and Declaration to be forwarded and retained by the HR / Crew Department.

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