



## Drug and Alcohol Policy

OM Holdings Ltd (Oilmin) is committed to providing a safe, healthy and efficient workplace for all employees and recognises its duty to provide a safe working environment. All Oilmin employees also have a responsibility to themselves and their fellow workers to maintain a safe and healthy working environment.

Oilmin recognises that the inappropriate use of prohibited substances can result in short or long term detrimental effects on an employee's work performance. Therefore, Oilmin prohibits its employees and sub-contractors from being affected by the consumption of prohibited substances while performing their duties or when reporting to their place of work to commence their work duties.

Work duties include:

- Attendance at the workplace
- Performing any work tasks or the operating of plant/equipment
- Use of company transport, driver or passenger
- Travel to or from place of work

Our Clients also have their own Drug and Alcohol Policies and require breath testing before travelling to site. Anyone failing such a breath test may be permanently banned from working on any site for that Client and employment with Oilmin may be terminated.

Breath testing will also be performed at check-in for all Oilmin charter flights. Should anyone return a positive test then a second test will be performed 15 minutes later. If the second test is positive then the person will not be allowed to travel.

To ensure the requirements of this policy are met and the health and safety of all worksite persons are not compromised, Oilmin will conduct both random and 'with cause' testing for prohibited substances as required. Alcohol and drug testing will be performed after any incident where a person requires medical treatment, after any incident resulting in property damage, after any Near Miss that could have resulted in injury or property damage or where it is suspected that a person is under the influence of a prohibited substance. Anyone who returns a positive result will be removed from site.

Prohibited substances include:

- Alcohol and alcohol products
- Illegal drugs
- Betel Nut 'Buai'
- Hallucinogens
- Prescription medication that has not been sourced through a medical practitioner

Where a worker is on prescribed medication that may impair their judgement or performance, they must notify their supervisor.

Breaches to this policy, including refusal to submit to testing will lead to disciplinary action and may result in the termination of employment.

**Tony Taylor**  
Acting Chief Executive Officer

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