



MACEDON RANGES REGIONAL TAXI SERVICES

DRIVER DRUG AND ALCOHOL POLICY

Purpose

As an organisation, we are committed to providing and maintaining a safe, healthy and productive workplace. We recognise the concerns of employees, driver's, operator's, customers and the general community with regard to the impact of alcohol and drug misuse. Our aim is to ensure all drivers return home safely every day and others on the roads are not negatively impacted by our actions.

Effect of Drugs & Alcohol

The effects of alcohol and drug use can be long lasting. Substance use outside of work hours may influence a drivers performance while driving, including negatively impacting their performance and customer service and their impacting their ability to drive safely.

The objectives of this policy are to:

- . align with the regulations and requirements of government regulations and road rules.
- . Ensure all passengers in a Macedon Ranges Regional Taxi have a safe and incident free experience and trip.
- . Ensure all passengers in a Macedon Ranges Regional Taxi are in the care of a responsible driver
- . take all appropriate measures to reduce the risk of harm to all drivers and passengers.
- . ensure Drivers fitness for work while driving on the road;
- . reduce the risks of the image and reputation of our business

This policy is applicable to any Macedon Ranges Regional Taxi driver who is logged into the Macedon Ranges Regional Taxi network, or is driving a Macedon Ranges Regional Taxi vehicle or is responsible for the vehicle.

Booking Service Provider Responsibilities;

The Booking Service Provider is responsible for:

- . Enforcing this policy, and other safety policies to ensure the safety of our partners, passengers and the public at large.
- . ensuring that this policy is applied on a consistent and fair basis;
- . providing drivers information, to enable them to work in a safe manner;

Driver responsibilities:

The below points define the requirements of Drivers in relation to Drugs & Alcohol whilst working

- . Drivers must strictly comply with the Macedon Ranges Regional Taxi, Drug & Alcohol policy.
- . Adhere to the CPV license requirements and the regulations for drives in relation to:
 - . smoking being prohibited in all commercial passenger vehicles used to provide commercial passenger vehicle services, including e-cigarettes or vaporizers
 - . abide by and maintain a Blood Alcohol Concentration (BAC) of 0.00, as per the limit for all commercial passenger vehicle drivers (including taxi) while the vehicle is in the service.
 - . possess alcohol or illegal drugs while driving a taxi.
- . When a CPV is being driven for private use, CPV drivers are subject the same blood alcohol level as a regular driver, that is 0.05.

Please note:

These requirements are also set out in section 52(1C) of the Road Safety Act 1986.

It states that a person using a vehicle for the purpose of providing CPV services within the meaning of the Commercial Passenger Vehicle Industry Act 2017 (the Act), is subject to a zero BAC.

Operator responsibilities:

The below points define the requirements of Operators in relation to managing fatigue and driving responsibly

- . Operators must take steps to monitor drivers and if necessary or suspect that a Driver is in breach of this policy immediately stop them from driving, and report the breach to Macedon Ranges Regional Taxi.

Consequences for breaching this policy:

Enforcement of our safety policies are critical and required by regulation.

If a driver or operator breaches this policy. It will result in:

- . Drivers must comply with this policy at all times. If a driver is found to have breached this policy, they may be subjected to disciplinary action in accordance with the Macedon Ranges Regional Taxi Services, Affiliate Owner and Driver Handbook. Drivers will have the opportunity to present supporting information and all cases will be dealt with fairly and impartially.

- . On receipt of a complaint indicating that a driver maybe breaching this policy, temporarily inhibit the driver, for up to 12 hours from the incident time. However, this in only if the feedback or complaint is received within 12 hours of the incident occurring and up to the discretion of the team leader or quality assurance officer.
- . If the breach is from a driver and they are found or suspected of being non-compliant with the fatigue management policy, then the maximum penalty is termination from Macedon Ranges Regional Taxi.
- . If the breach is from an operator and they are found or suspected to been non-compliant with this policy or aiding and abetting a driver/s from doing so. The maximum penalty is termination of their Driver and/or operator account from Macedon Ranges Regional Taxi, or liquidated damages penalty of up the \$500.00
- . Action may be taken against a party who is in breach of the policy and procedures outlined in this document. In either case, it may result in the driver and/or operator ceasing to be affiliated with Macedon Ranges Regional Taxi Services.
- . In circumstances where a driver's behaviour may involve a breach of any Australian laws. Macedon Ranges Regional Taxi Services will notify Victoria Police or other relevant authority.

Alcohol and drug testing

As a BSP, we are authorised to carry out alcohol and drug testing procedures.

Alcohol and drug testing can be carried out at any time if we have reasonable suspicion that a driver is under the influence.

Drivers should note that a refusal to take an alcohol or drug test will be deemed a positive test result and consequences will apply, which may include, but are not limited to termination from the network.

Circumstances where we may conduct alcohol or drug testing include, but are not limited to:

- . Suspicious behaviour
- . Complaint/feedback provided by other drivers, passengers and members of the public

- . after an incident or notifiable incident has occurred
- . Random testing for general deterrence: and
- . breach of policy

Confidentiality of results

The results of alcohol and drug testing will only be retained if there is a positive result. These results will be disclosed to management and will be kept confidential. The driver is entitled to view and retain a copy of the results.

Prescription and over-the-counter drugs

Drivers are required to inform the Operator of the taxi if they are taking medication which has the potential to adversely affect them, before taking possession of the vehicle. It is important that drivers make sure they understand the potential side effects of their medication, for example by consulting their Doctor or pharmacist. Drivers are not required to reveal the nature of their condition, only inform the Operator how it may affect their ability to drive and customer service. It is the responsibility of the driver to ensure they are:

- . taking the prescription or over-the-counter medication in accordance with the instructions from their doctor or pharmacist, or those given on the pack. If these instructions are not readily available, the driver must take steps to find out including asking questions of their Doctor or pharmacist;
- . not misusing the medication, including taking more than recommended or drinking alcohol while taking the medication (if it is not advised);
- . aware of their limitations while taking the medication (i.e. side effects that affect driving ability).

Illegal drugs

Illegal drugs are not permitted inside a taxi or to be used while the driver is driving the taxi. If an individual is found in possession of an illegal drug or is deemed unfit to log into the network as the result of illegal drug consumption, this will have consequences on their affiliation with Macedon Ranges Regional Taxi Services.

The sale, transfer or manufacture of illegal substances in a taxi or in the vicinity of a taxi is a criminal offence and will be referred to Police for investigation and will result in instant termination from the network. This includes prescription or over-the-counter drugs that are distributed or consumed not for medical purposes.

ASSISTANCE AND SUPPORT

Being a professional driver can have many challenges. If you feel like you're struggling, it's important to take advantage of the many free services that could help you get back on track, including:

Direct Line

Confidential alcohol and drug telephone counselling and referral to treatment services.

T: 1800 888 236 (24 hours a day, 7 days a week)

Beyond Blue

Support for depression, anxiety and other mental health problems.

T: 1300 22 4636 (24 hours a day, 7 days a week)

www.beyondblue.org.au (chat online or email 24 hours a day, 7 days a week)

Hello Sunday Morning

Be supported by other people who want to cut back or stop drinking alcohol through an online forum.

www.hellosundaymorning.org

Txt the Effects

Text the name of a drug, it doesn't matter, if it's a slang name or not, and get an instant text back with its effects. Standard SMS costs apply.

SMS: 0439 TELL ME (0439 835 563) 24 hours a day, 7 days a week)

1800 Ice Advice

The help line - 1800 Ice Advice will direct users and families to the treatment and support services they need and provide general information about ice and its effect.

T: 1800 423 238 (24 hours a day, 7 days a week)