
WORK HEALTH AND SAFETY POLICY

Alcohol and Other Drugs Policy

Fit for work, safe for community

Version 1.0 - July 2026

Policy owner	Board of Directors, THRIV3 (Indigenous Corporation)
Responsible officer	Chief Executive Officer
Applies to	Directors, members, the CEO, employees, volunteers, contractors, students on placement and agency workers of THRIV3 (together, THRIV3 People)
Effective date	July 2026
Next review	July 2027 (or earlier if legislation or funding conditions change)
Related documents	Work Health and Safety Policy; Code of Conduct; Performance Development, Improvement and Attendance Policy; Employee Assistance Program

1. Purpose and Scope

THRIV3 (Indigenous Corporation) is committed to a safe workplace, free from the risks of alcohol and other drugs. Much of our work involves driving, machinery, water, working with young people and representing THRIV3 in community, where impairment creates serious risk.

This policy applies to all THRIV3 People: Directors, the CEO, employees, volunteers, contractors, students on placement and agency workers, at all workplaces, in all THRIV3 vehicles, and at THRIV3 functions and events.

2. Prohibited Conduct

- Attending work, or remaining at work, while impaired by alcohol or any drug.
- Consuming alcohol or unlawful drugs during work hours, at any workplace or in any THRIV3 vehicle, except responsible alcohol consumption at a function approved by the CEO.
- Possessing, using, selling or distributing unlawful drugs at any workplace, vehicle, function or program.
- Driving any vehicle on THRIV3 business with a blood alcohol concentration above zero where the licence class requires it, or otherwise over the legal limit, or while impaired by any drug.

3. Prescription and Over-the-Counter Medication

Some lawful medications can impair safe work. If your medication may affect your ability to work safely (for example drowsiness warnings), tell your supervisor before starting work. THRIV3 will manage this supportively and confidentially, adjusting duties where needed. You do not need to disclose your medical condition, only the potential impairment.

4. Testing

THRIV3 may require alcohol or drug testing by an accredited provider where there is reasonable cause (observed impairment), following a significant incident or near miss, or as a condition of a specific funding agreement or high-risk activity. Testing is conducted with dignity and confidentiality. A confirmed positive result, or refusal to be tested without reasonable excuse, is treated as a serious disciplinary matter.

5. Support Comes First

THRIV3 approaches alcohol and drug concerns as a health issue first. Anyone who voluntarily discloses a concern or dependence before an incident or test will be supported: confidential referral to the Employee Assistance Program or community health services, adjusted duties where safe, and leave where needed. Voluntary disclosure is never punished, although safety-critical duties may be restricted while support is in place.

6. Functions and Community Events

Where alcohol is served at an approved THRIV3 function, responsible service applies, low and non-alcohol options are provided, no one under 18 is served, and safe transport is planned. Many THRIV3 programs and community events are dry: no alcohol at any youth program, on-Country cultural program or where community protocols require.

7. Breaches

Breaches are managed under the Performance Development, Improvement and Attendance Policy and may result in disciplinary action up to summary dismissal for employees, or the end of an engagement for volunteers and contractors. Unlawful conduct may be reported to the police.

8. Review

The Board owns this policy. The CEO implements it, arranges testing where required, and reviews the policy annually.

Board adoption

This policy was adopted by the Board of Directors of THRIV3 (Indigenous Corporation) and takes effect from the date recorded below. It will be reviewed at least every 12 months, and earlier if legislation, ORIC or ACNC requirements, or funding conditions change.

Adopted On: 25/07/2026