

## ALCOHOL AND DRUG POLICY

Date	06/03/2018
Policy Number	BCOC:2-06
Status	Version 2
Revised & Approved by Board on	20/09/2021
Scheduled review date	September 2024

### Introduction

Berwick Church of Christ has a responsibility as a registered private bus operator to have a Alcohol and Drug Policy. Berwick Church of Christ recognises the detrimental effects that drugs and alcohol may have on the safety of driving a vehicle or vessel including bus operations and the general health and wellbeing of individuals.

The Alcohol and Drug Policy is to be signed every three (3) years and the original signed copy will be kept with the confidential Safe Ministry records which are maintained by the Safety Contact Person.

### Purpose

The aim of this policy is to reduce or eliminate the risks associated with drug and alcohol use relating to the driving of any vehicle or vessel and in particular bus operations.

### Definitions

“**Driver**” means a person who is driving or has control of the vehicle or vessel.

“**Vehicle**” and “**vehicles**” means motor cars, mini buses, buses, and trailers used for transporting people and things. The Road Safety Act Victorian Legislation 1986 states the definition of a vehicle.

“**Vessel**” and “**vessels**” means boats or watercraft. The Marine Safety Act Victorian Legislation 2010 states the definition of a vessel.

### Scope

This policy applies to any person when they are driving or about to drive any vehicle or vessel for and on behalf of the Berwick Church of Christ.

### Policy

All drivers must not have alcohol or illicit drugs present in his or her blood or breath immediately before or while driving any vehicle or vessel.

All drivers who may be taking prescription medicines must ensure they inform their treating health practitioner or pharmacist of their driving obligations when being prescribed medications.

## Driver's Commitment

As a driver, for and on behalf of Berwick Church of Christ, I recognise the detrimental effects that drugs and alcohol may have on the safety of driving a vehicle or vessel and the general health and wellbeing of individuals.

I will ensure that every time I undertake driving of any vehicle or vessel and in particular bus safety work, as defined under section 3 of the Bus Safety Act 2009 (Vic):

- I will have no drugs or alcohol present in my blood or breath immediately before, or while undertaking driving
- I will inform my treating health practitioner or pharmacist of my policy obligations when being prescribed medications.
- I am not impaired by drugs or medication(s).

Driver's Full Name: \_\_\_\_\_

Driver's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Related Policies

See the Transport Safety Policy and Driver's Declaration Form distributed alongside this Policy and others on the church website – [www.berwickchurch.org.au/policies](http://www.berwickchurch.org.au/policies).

## Safety Contact Person

Name:	<b>Karen Fletcher</b>
Phone number:	<b>(03) 9702 1011</b>
Email:	<b>karenf@bcoc.com.au</b>
Other contact details:	<b>Church Office: 9702 1011 (Mondays to Thursdays)</b>

## Applicable Legislation, References and Other Policies

Item	Description
Victorian Road Laws	Go to Vic Roads: <a href="http://www.vicroads.vic.gov.au">www.vicroads.vic.gov.au</a>
Bus Safety Act 2009 & Bus Safety Regulations 2010	The Bus Safety Act 2009 and the Bus Safety Regulations 2010 are designed to promote an improved safety culture across bus operations, and apply to all commercial and non-commercial operations.
Marine Safety Act 2010 (Vic) & Marine Safety Regulations 2012 (Vic)	The Marine Safety Act 2010 (Vic) and the Marine Safety Regulations 2012 (Vic) are designed to improve safety on Victorian waterways and ensure a safe environment for recreational and commercial boating.
BCOC Policies	All Church policies can be obtained from the website link, <a href="http://www.berwickchurch.org.au/policies">www.berwickchurch.org.au/policies</a>