



Document:	Drug and Alcohol Policy
Date:	09/04/2026
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Next review due:	09/04/2027
Policy owner:	HR Manager

Secure Frontline Services will not tolerate any instance when any staff is found in possession of drugs or under the influence of drugs/illegal substances/ alcohol.

- Any staff found to be under the influence of an illegal substance or alcohol whilst on duty will be asked to leave the venue. Being under the influence of an illegal substance or alcohol is deemed as gross misconduct. As such the procedures that will follow will be in accordance to company disciplinary procedures.
- The use of drugs and illegal substances, and any illegal activities, shall be cause for instant dismissal and will be reported immediately by SFS Ltd to the relevant authorities and the Security Industry Authority.
- From time to time it will be necessary for a representative from the Company Head Office to request a random drugs test be carried out on a staff. Staff are requested to fully co-operate with a request to provide a sample of Urine or Blood to a recognised NHS drugs testing centre or clinic or health professional (this could include any Doctor recognised by the NHS to administer such a test).
- Refusal to take part in any such screening may be regarded as cause for dismissal.

This Policy is reviewed annually, or upon legislative updates.