



Drugs and Alcohol Support Programme (DASP) summary

This document is a summary of the DASP and should be read in conjunction with the [full guidance document](#).

- Employees are still bound by the Drug and Alcohol Standard (NR/L2OHS00120) throughout DASP and must not attend work under the influence of drugs or alcohol, or with drugs or alcohol in their system.
- Where an employee wants to disclose a drugs and/or alcohol misuse concern and feels that they may be unfit for duty due to possibly having drugs or alcohol in their system, they should speak to their line manager when they are not at a workplace, and whilst they are not working or in the duty of the company. Employees are also permitted to contact the Employee Assistance Programme to disclose a drugs or alcohol misuse concern. Where an employee gives the EAP consent to disclose a drug or alcohol misuse to the manager on their behalf.
- To access DASP support, the employee must first sign the [‘declaration of commitment’](#).
- Where an employee is absent from work due to a drugs and/or alcohol misuse concern, and have signed the declaration of commitment, the manager should offer a [‘voluntary active monitoring’](#) drugs and/or alcohol test to the employee prior to any return to work, to support the employee returning to work safely. Employees will not be subject to any disciplinary action where they decline to undergo a voluntary active monitoring drugs and alcohol test. Where a voluntary active monitoring drugs and alcohol test results in a positive test result, no disciplinary action will be taken against the employee, as set out in the full DASP guidance document.
- With employee consent, the manager should refer the employee to occupational health for a fitness for work assessment via specialist referral. Once the declaration of commitment is signed, the manager should also refer the employee to EAP+ for counselling support. EAP support is voluntary and can be declined by the employee.
- EAP+ support will provide an initial, in-depth clinical assessment of the employee’s misuse and support needs. Up to 12 sessions of counselling will be offered to employees with mild to moderate drugs and/or alcohol misuse. Counsellors will teach the employee improved coping techniques, to support long-term behavioural change.
- Employees with severe drugs or alcohol misuse requiring treatment such as medications, will be signposted to external services outside of the remit of DASP.
- On return to work, employees will be required to undergo [mandatory active monitoring](#). Employees will be actively monitored, for a period of up to 12 months. Where an employee relapses or feels that they may have substances in their system, they should go absent from work and can be offered voluntary testing before a return.