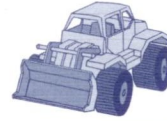




GODFREY'S FITTING SERVICE



FITNESS FOR WORK POLICY

- Godfrey's Fitting Service acknowledges its responsibility to provide a productive, safe and healthy work environment for all employees. It is recognized that many factors such as fatigue, medical conditions and inappropriate use of alcohol and other drugs by an employee can lead to major deficiencies in an individual's work performance and these can be contributing factors in many industrial accidents.
- All Staff of Godfrey's Fitting Service are expected to act in a responsible manner and present themselves for work in a fit and healthy state. Accordingly, a person adversely affected by alcohol or any drug is not permitted in, or on Godfrey's Fitting Service work place or work site. In addition a person must not have any alcohol or illicit drug in their possession at Godfrey Fitting Service workplace or offsite location.
- Employees whose fitness for work may be impaired by alcohol or the use of illicit drugs (such as cannabis, amphetamines, barbiturates or methadone) or the misuse of non-prescription drugs (such as codeine) could be pose a risk to themselves or other persons.

Norm Godfrey
Director

Leanne Godfrey
Director

Dated: 12th April 2006

This document will be reviewed annually