

Annexure H - Substance Abuse Policy - Industrial Service Division

TUV Middle East has a clear obligation to do its utmost to ensure a safe, healthy and efficient working environment for workers, co-workers, customers and the public. The unlawful or improper presence or use of controlled substances or alcohol in the workplace presents a danger for everyone. For these reasons, as a condition of achieving and maintaining certification, individuals seeking certification sign the Code of Ethics Policy, which includes the agreement to avoid substance abuse. By doing so, individuals agree to the following:

- Never reporting to work under the influence of alcohol, an illegal drug or substance
- Never using alcohol or illegal drugs while at work or on any work/job site
- Never working while under the influence of alcohol or an illegal drug or substance
- Never engaging in the unlawful manufacture, distribution, sale, or possession of illegal drugs in the workplace
- Never abusing prescription drugs
- Never performing the work for which I am or will be certified if taking a prescription drug, if the label, or attending physician, recommends not driving or operating machinery. However, I may perform these work activities and take the prescribed medication without an adverse effect on maintaining certification, when, and if, an attending physician advises that the drug or substance will not adversely affect my ability to safely perform my work duties

For purposes of the Substance Abuse Policy, "under the influence" means the detectable presence of any drug or substance in the person's body that impairs the person's ability to perform their duties safely.

Violation of this Substance Abuse Policy may result in disciplinary action up to and including revoking the person's certification. People should expect their certification to be suspended or revoked for engaging in the unlawful or unauthorized manufacture, distribution, sale, use or possession of illegal drugs and use of alcohol in the workplace.

At the sole discretion of the impartiality committee, a person's certification that was revoked due to violation of the Substance Abuse Policy may be reinstated under certain conditions. Conditions for reinstatement include, but are not limited to, the following:

- Proof of participation in and successful completion of a treatment, counseling or rehabilitation substance abuse program that is professionally run and operated
- No other incidents of Substance Abuse Policy violations
- Taking and passing the applicable Written and Practical Exams for new certification(s).

This policy made publicly available at the TUV Middle East Website

GM ISD: _____

Dy. Vice President: _____

CEO: _____