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## PT. EKAKARSA ADVISINDO SUKSES

### Drugs and Alcohol Policy

POL-02/01/2021-Rev.02

Date	Reviewed & Approved By	Name	Signature
04 Jan 2021	Director	Elsye As Safira	


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### Revision Summary

Date	Revision	Description of Revision	Prepared by	Checked & Approved by
03 Jan 2016	00	N/A	Asduki Athari	Elsye As Safira
03 Jan 2018	01	Format Changes	Mariena Syamsu	Elsye As Safira
04 Jan 2021	02	Re-reviewed and format changes	Mariena Syamsu	Elsye As Safira


### List of Changes

Rev	Description of Revision
00	N/A
01	Format Changes
02	Re-reviewed and format changes

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## Drugs and Alcohol Policy

PT. Ekakarsa Advisindo Sukses is committed to provide a safe and healthy workplace that enables employees to perform at their most productive level; as well as protecting their safety and health and those working with them.


This policy applies to all persons employed by PT. Ekakarsa Advisindo Sukses, including sub-contractors:

- It is strictly prohibited to possess and/or consume drug and alcohol.
- The use of drugs and alcohol increase the risk of accidents and injuries. Therefore, possession, and / or use of illicit drugs and alcohol or being under influence of these substances will not be tolerated while working in the Company's premises and/or Client' premises.
- The immediate Supervisor has the authority to suspend and remove involved personnel from the working area.
- The company reserves the right to conduct searches of personal belongings without prior announcement and test as required.
- This policy does not apply to prescription drugs when they are used for their intended purposes as currently prescribed for the person using them, provided that the use of such drugs does not adversely affect the person's ability to perform his duty in a safe and productive manner.
- Violation of this policy shall be subject to applicable, lawful disciplinary action, up to and including termination.

All employees are responsible to understand and comply to this policy.

Jakarta, 4 Januari 2021



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Elsye As Safira MKKK, MSc, CIH  
**Director**