How to develop drug & alcohol policy

Needs Analysis
A needs analysis helps identify
- gaps in policies and procedures
- risks to health, safety and productivity
- priority areas of policy need

STEP 01

Consultation
Extensive consultation with workers, managers and other stakeholders is required throughout the process to ensure effective implementation

STEP 02

Develop Policy
Best practice policy is based on health and safety. Drug testing is may or may not be required depending on the needs assessment. Legal advice may be beneficial

STEP 03

Implementation
Implementation includes training for workers and managers and may require change management processes

STEP 04

Evaluation
Evaluation ensures that the policy is meeting its stated objectives and identify areas for further development

STEP 05

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