

## **DRUG AND ALCOHOL POLICY**

### **1 POLICY**

- 1.1 The Pine Rivers Shooting Club Inc (**PRSC**) PRSC has a zero tolerance approach to possession and use of alcohol and/or other drugs at PRSC Ranges.
- 1.2 PRSC will not tolerate PRSC members (**Members**) or PRSC visitors (**Visitors**) or any other person using alcohol and/or other drugs (**AOD**) while participating in any club activities which include:
  - (a) possessing or using a weapon at any PRSC Range;
  - (b) being present on PRSC premises.

**(Club Activities)**
- 1.3 Having physical possession or use of a weapon while under the influence of alcohol or a drug is an offence under the *Weapons Act 1990* (Qld).
- 1.4 The possession or use of alcohol and/or other drugs poses a serious and unacceptable risk to health and safety of PRSC employees, volunteers and contractors (collectively **Workers**) and any other person whose health or safety may be adversely affected by the conduct of our business, including members, visitors and others.

### **2 PURPOSE**

- 2.1 PRSC is committed to taking all reasonably practicable steps to provide and maintain an environment that is safe and without risk to its Workers, Members, Visitors and any other person whose health or safety may be adversely affected by the activities of our club.
- 2.2 These steps include carrying out random drug and/or alcohol testing, in accordance with this policy, for the purpose of ensuring all Members and Visitors are fit to participate in Club Activities in order to minimise risk to Members, Visitors and others.
- 2.3 The purpose of this policy is to eliminate use of alcohol and/or other drugs in all Club Activities by providing a system of information, testing and support.

### **3 SCOPE**

This policy and procedure applies to all PRSC Members and Visitors while participating in Club Activities at any PRSC Range.

### **4 MEMBERS' AND VISITORS RESPONSIBILITIES**

- 4.1 Members and Visitors must:
  - (a) ensure they are not using or under the influence of alcohol and/or other drugs in breach of this policy;
  - (b) ensure that they do not possess, distribute, sell or consume illegal drugs less than 24 hours before or while performing Club Activities;
  - (c) ensure that they do not consume alcohol less than 24 hours before or while performing Club Activities;

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- (d) ensure that they do not consume prescription drugs that may impact on their cognitive or physical function less than 24 hours before or while performing Club Activities;
  - (e) be aware of the consequences of performing Club Activities while under the influence of alcohol and/or other drugs;
  - (f) raise any concerns about possible alcohol and/or other drugs impairment of themselves or any other person at a PRSC Range immediately to a Range Officer or Committee Member;
  - (g) submit to random and/or “for cause” alcohol and/or other drug testing as required PRSC;
  - (h) take responsibility for their actions and be a fit and proper person to possess a weapon in accordance with the *Weapons Act 1990* (Qld).
- 4.2 If a Member or Visitor is taking medication that may impede their ability to perform Club Activities they must advise the Range Officer or Committee Member of the effects of the medication. It is not necessary to disclose the illness for which the medication is being taken. The relevant Member or Visitor must not perform any Club Activities until they seek advice on the use of the medication and fitness to perform Club Activities from their doctor, in writing.
- 4.3 Members will acknowledge they understand and agree to the terms of this policy by signing the ‘Sign Off Section’ of this policy when they apply to become a Member and when they renew their membership.
- 4.4 Visitors will acknowledge they understand and agree to the terms of this policy by signing the ‘Sign Off Section’ of this policy upon their first time as a Visitor.

## **5 PRSC RESPONSIBILITIES TO MEMBERS AND VISITORS**

- 5.1 The PRSC will strive daily to:
- (a) Meet its duty of care by taking all reasonably practicable steps to provide a safe environment for Members, Visitors, Workers and others;
  - (b) Assist to provide information and contacts for counselling and assistance to those Members or Visitors who have an alcohol and/or other drugs abuse problem and request information or support;
  - (c) Provide the information, set out in this policy, to assist Members and Visitors to understand the hazards associated with alcohol and/or other drugs abuse;
- 5.2 This policy will be read in conjunction with the PRSC Range Rules for new Members and Visitors prior to the normal pre-shoot safety brief meeting.

## **6 ALCOHOL AND / OR OTHER DRUGS TESTING**

- 6.1 As part of condition of entry to any range under the management of PRSC and in order to minimise risks to the health and safety of Members, Visitors, Workers and other persons, the Range Officer or Committee Member may require you to undergo alcohol and/or other

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drugs testing in accordance with this policy. Any such request will be made without discrimination or prejudice.

- 6.2 Testing for alcohol and/or other drugs may be conducted on a random basis and/or “for cause” (ie where there is a reasonable suspicion that a person is in possession or under the influence of alcohol and/or other drugs).
- 6.3 If you are required to undertake an alcohol and/or other drugs test you will be requested to sign a consent form before undertaking the test.
- 6.4 Alcohol and/or other drugs testing will only be carried out by an authorised person.
- 6.5 Results of alcohol and/or other drugs testing will be recorded and kept confidential.
- 6.6 **Procedure for alcohol testing**
  - (a) PRSC may conduct alcohol testing to detect your breath or blood alcohol level (**BAC**) in accordance with this policy.
  - (b) PRSC enforces a “zero BAC limit” for all Members and Visitors while performing Club Activities. A positive alcohol test result will be recorded if the result of a confirmatory test of your BAC returns a result in excess of 0.00g/100ml, which is a breach of this policy.
  - (c) If you are required to submit to an alcohol test, the following procedure will apply:
    - (i) You must immediately submit to an alcohol screening test. If you do not submit to an alcohol screening test within 15 minutes of being notified, a positive result will be recorded.
  - (d) Screening test:
    - (i) The screening test will be carried out by an authorised person using an approved breath alcohol testing device (a breath alcohol testing device that is accredited under the relevant Australian Standard (currently AS 3547-1997).
    - (ii) If the screening test indicates that you have a BAC of 0.00g/100ml, you may resume performing Club Activities.
    - (iii) If the screening test indicates that you have a BAC of greater than 0.00g/100ml, you will be required to submit to a confirmatory alcohol test.
  - (e) Confirmatory test:
    - (i) You will be required to undertake a confirmatory alcohol test no less than 15 minutes and no more than 30 minutes after the screening test. During the 15 minute waiting period, you will be supervised at all times and you will not be permitted to smoke or consume any food or drink.
    - (ii) The confirmatory test will be carried out by an authorised person using an approved breath alcohol testing device.

## **6.7 Procedure for Random Drug Testing**

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- (a) PRSC will conduct drugs testing in accordance with this policy and with regard to the relevant Australian Standard for specimen collection and detection of drugs in oral fluids (currently AS 4760-2006), to detect the presence of active ingredients in prohibited drugs, including (but not limited to) the following classes of drugs:
  - (i) Opiates;
  - (ii) Amphetamine-type stimulants;
  - (iii) Cannabis;
  - (iv) Cocaine and metabolites.
- (b) A positive result will be recorded if a confirmatory test returns a result at, or in excess, of the cut-off levels contained in the relevant Australian Standard (currently AS 4760-2006).
- (c) If you are required to undertake a drug test, the following procedure will apply:
  - (i) Once notified you must immediately submit to a drug screening test. If you do not submit to a drug screening test within 15 minutes of being notified, a positive result will be recorded and the disciplinary process outlined in section 8 will commence.
  - (ii) Screening test:
    - (A) A drug screening test will be conducted on-site by an authorised person using a saliva swab testing device.
    - (B) You will be required to supply a saliva sample onto/into a saliva swab testing device. The saliva sample must be sufficient to obtain a valid reading from the device.
    - (C) If the screening test indicates a negative result (ie detects no presence of a prohibited drug(s)), you may resume Club Activities.
  - (iii) Second screening test:
    - (A) If the screening test indicates a positive result (ie detects the presence of a prohibited drug(s)), you will be required to immediately undertake a second screening test (using the procedure outlined above) to ensure the positive result is not due to any device fault.
    - (B) If the second screening test indicates a positive result then you will:
      - (I) be required to submit immediately for a confirmatory test;
      - (II) (not be permitted to undertake Club Activities and an authorised person will assist you with arranging alternative transport home;
      - (III) not be permitted to resume Club Activities until re-testing results (in accordance with the procedure outlined above) are negative.
  - (iv) Confirmatory test:

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- (A) If you are required to submit to a confirmatory test, you will be required to provide two separate saliva specimens (one specimen for laboratory testing plus one referee specimen) within five minutes after the second screening test. During any time which lapses between tests you will be supervised at all times and you will not be permitted to smoke or consume any food or drink.
- (B) A chain of custody form will be completed by the authorised person and you will be required to sign the chain of custody form. The chain of custody form will be dispatched to the laboratory along with the specimens.
- (C) You will be notified of the laboratory results of the confirmatory test within five working days.

### **7 DISCIPLINARY ACTION**

- (a) The unauthorised possession, distribution, sale of alcohol and/or other drugs or a positive confirmatory test of alcohol and/or other drugs use by a Member or Visitor while performing Club Activities is strictly prohibited and may result in:
  - (i) disciplinary action up to, and including instant dismissal from the PRSC;
  - (ii) you being asked to leave the premises;
  - (iii) the matter being referred to the Police (you are reminded that under the *Queensland Weapons Act 1990* (Qld) a person under the influence of liquor or a drug while in physical possession or use of a weapon is guilty of an offence);
  - (iv) recording the incident in PRSC records;
  - (v) withdrawal of PRSC membership without hesitation where relevant;

### **8 PRIVACY**

All personal information obtained through the above testing is covered by Australian privacy laws. PRSC will not use this information other than for the purposes for which it is collected. We will only collect personal information if it is necessary for one or more of our functions, activities or services or as otherwise required by law.

### **9 SIGN OFF SECTION**

- (a) This section has been developed so all Members and Visitors of PRSC acknowledge they are aware of the PRSC Drug and Alcohol Policy.
- (b) All PRSC Members and Visitors are required to read the PRSC Drug and Alcohol Policy and sign the Sign off Section to indicate they understand and agree with the content of this policy.

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**This needs to be read, understood and accepted as a condition of joining the Pine Rivers Shooting Club.**

### **10 Definitions**

- |     |                          |   |
|-----|--------------------------|---|
| (a) | Authorised person        | Range Officer or Committee Member   |
| (b) | Club Activities<br>Range | Physical possession of or use of a weapon while in a PRSC<br><br>A weapon means:<br><ul style="list-style-type: none"><li>(i) an antique firearm, spear gun, longbow or sword; and</li><li>(ii) a replica of a thing mentioned in paragraph (a); and</li><li>(iii) a slingshot or shanghai; and</li><li>(iv) an explosive, including ammunition, detonators, gunpowder, nitroglycerine, pyrotechnics (including fireworks).</li></ul> |
| (c) | Member                   | A person who has completed PRSC membership registration.  |
| (d) | PRSC Range               | A PRSC Range includes any of the following locations: Any PRSC shooting events or activities that include firearms  |
| (e) | Visitor                  | A person who attends a PRSC Range to perform Club Activities and is not a member.   |