

TOOLBOX TALK — DRUGS AND ALCOHOL — NOT ON THIS SITE

TOOLBOX TALK

Five to ten minutes at the workplace, spoken by the supervisor, recorded below — and two-way, or it is not a talk

KD-TBT-DA-027 Rev A0

WHY THIS TALK: A person under the influence on a site is a danger to everyone around them, and the trades that need judgement most — at height, with plant, on lifts — are where it shows least until it is too late. The rule is simple and it is not negotiable.

1 THE SESSION

SITE / PROJECT	DELIVERED BY	DATE	TIME

2 THE POINTS TO MAKE — TICK AS COVERED, IN YOUR OWN WORDS

- Zero: no alcohol or illegal drugs on site, and nobody comes on affected by last night — a heavy session is still in you at seven the next morning
- Prescription and over-the-counter medicines count when they affect you: read the label, tell your supervisor, and expect the task to change
- Testing happens where the site's drug and alcohol policy says — induction, random, for cause, after an incident — and the policy says what a refusal means; read it
- Seen someone struggling: tell the supervisor — it is not grassing, it is stopping the fall or the strike before it happens
- The person affected is taken off the workplace and got home safely, not sent to a corner to "sleep it off", and not driving themselves
- Help exists without the sack: the drug and alcohol policy says what support is there — use it before it becomes an incident
- Energy drinks and no sleep are their own hazard: say so before you get in a machine or up a scaffold running on fumes

MADE SPECIFIC TO THIS SITE

3 ASK THE CREW — AND WRITE DOWN WHAT COMES BACK

- What is the site rule on the morning after — say what it means in hours?
- Who takes medication that carries a "do not operate machinery" warning, and who knows?
- What happens on this site if someone fails a test — and where is the support?

WHAT THE CREW RAISED, AND WHAT HAPPENS ABOUT IT

4 WHO WAS THERE

NAME	COMPANY	SIGNATURE

RECORD COMPLETED BY	SIGNATURE	DATE	FILED WHERE

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-09-02	first-issue	First issue.	— not yet approved —
A0	2026-09-02	review	Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.