



Excellence in Pre-Fabricated Solutions
for Mission Critical Facilities.

Fitness for Work Policy.

Fitness for Work Policy.

Our Commitment to Medical Conditions, Use of Alcohol or Other Drugs and Fatigue

Our Commitment

Parratech Group Pty Ltd is committed to ensuring that every person who performs work for us is fit for work, meaning they are able to carry out their duties safely, competently and without risk to themselves, their colleagues, our clients or the public. Impairment arising from alcohol, other drugs or fatigue is a recognised workplace hazard and is managed with the same rigour as any other risk to health and safety.

This policy applies to all Parratech officers, workers, employees, contractors, subcontractors, labour hire workers, apprentices and visitors. It applies to all workplaces, projects, sites, workshops, offices, vehicles and work-related activities undertaken under Parratech's management or control, and extends to work-related travel, on-call and remote work, and Parratech-hosted functions and events.

Policy Commitments

Parratech is committed to:

- Providing and maintaining a workplace free from the risks created by alcohol, other drugs and fatigue, so far as is reasonably practicable.
- Treating impairment as a health and safety hazard to be identified, assessed and controlled, rather than solely as a disciplinary matter.
- Designing work, rosters, workloads, programs and travel arrangements so that fatigue risk is controlled at its source.
- Consulting workers and their representatives on fitness for work arrangements, including testing procedures and roster design, before they are introduced or changed.
- Providing information, instruction, training and supervision so that workers can recognise and manage impairment and fatigue risks.
- Providing confidential support, referral pathways and, where appropriate, rehabilitation assistance to workers experiencing alcohol, other drug or fatigue related difficulties.
- Applying this policy consistently, fairly and with procedural fairness to all workers, contractors and visitors.
- Handling personal and health information collected under this policy in accordance with privacy legislation.
- Monitoring the effectiveness of fitness for work controls and improving them over time.
- Meeting all statutory notification, investigation and record keeping obligations arising from incidents involving impairment or fatigue.

Medical Conditions

If an employee has a medical condition that could affect their fitness for work, they must inform their supervisor about the potential impact of the condition on their work. However, the employee is not required to disclose confidential medical information that does not affect their ability to perform their duties safely and effectively. Where a worker's medical condition or disability affects their capacity to perform their duties, Parratech will consult with the worker and, where appropriate, their treating practitioner, and will consider and implement reasonable adjustments to enable the worker to safely perform the inherent requirements of their role, which may include modified duties, changed equipment, altered rosters or temporary redeployment, up to the point of unjustifiable hardship to Parratech.

Special attention should be given to the appropriate medication use. Individuals must ensure that both prescription and non-prescription medications are taken safely.

This includes:

- Discuss the nature of their duties with the prescribing medical practitioner and understand any possible side effects of medication that may impact their safety or performance at work.
- Notifying their manager or supervisor of any medication they are taking that could affect their safety or performance at work.
- Taking medication strictly under the medical practitioner's or manufacturer's recommendations.
- Reporting any side effects that may impact their safety or work performance to their medical practitioner and their manager or supervisor.

Alcohol and Other Drugs

These requirements apply to every person performing work for Parratech, at every workplace under our management or control, and to any person entering a workplace where Parratech is responsible for site access.

- A blood or breath alcohol concentration of 0.00
- The presence of illicit drugs, or of drugs at or above the cut-off levels specified in the applicable Australian Standard, is not permitted.
- Workers must not consume, possess, sell, distribute or be under the influence of alcohol or illicit drugs while at work or on Parratech or client premises.
- Alcohol may only be consumed at work-related functions where it has been expressly authorised, and a worker must not return to work or drive for work after consuming alcohol at such a function.
- Workers must not perform safety critical work while taking prescription or over the counter medication that may cause impairment, unless the arrangement has been assessed and approved under this policy.

Alcohol and drug testing is conducted by trained and competent personnel in accordance with AS/NZS 4308, AS/NZS 4760 and AS 3547 as applicable, and testing arrangements are developed in consultation with workers. Testing may occur in the following circumstances:

- Pre-employment or pre-engagement, as a condition of employment or engagement.
- Randomly, using an unbiased selection method, across workers and contractors performing work for Parratech.
- Where there is reasonable cause to believe a person may be impaired, based on observed behaviour, appearance, speech, coordination or other objective indicators recorded at the time.
- Following a workplace incident, near miss or significant property damage, as part of the investigation.
- As a condition of return to work following a confirmed positive result or an agreed rehabilitation program.

Refusal to undergo an alcohol and/or other drugs test will be treated as a non-negative test result and will be referred to human resources.

Following a non-negative alcohol indication, a second confirmatory breath test will be conducted after 15 minutes.

Following a non-negative drug indication, the person will be provided the opportunity to accept or dispute the result.

If any non-negative test result is disputed or if an employee has declared the use of prescription or over-counter medication, a confirmation testing process will be undertaken.

Confirmation testing is conducted through an authorised laboratory in line with relevant current Australian Standards.

The affected person will be sent home on full pay until the results of confirmation testing are received.

All confirmed positive tests will be referred to human resources.

Fatigue Management.

Parratech will identify and assess fatigue risk arising from:

- Shift length, shift timing, night work and early starts, particularly during commissioning, factory acceptance testing and outage work.
- The number of consecutive shifts or days worked and the adequacy of recovery breaks between them.
- Total weekly and fortnightly hours, including overtime, call-out and on-call arrangements.
- Travel time to and from site, including regional and interstate travel and extended commutes.
- The physical and mental demands of the work, including heat, noise, repetitive tasks and activities requiring sustained concentration.
- Time-critical program pressure, unplanned schedule compression and short-notice changes to scope.
- Individual factors such as illness, medication, sleep disorders and personal circumstances, where these are disclosed.

The following fatigue control parameters apply to work performed for Parratech, unless a more stringent client, project or legislative limit applies:

Parameter	Limit
Maximum shift length	12 hours
Minimum break between consecutive shifts	12 hours
Maximum consecutive shifts before a rest day	5
Maximum hours worked in any seven-day period	60
Travel to sites, regional and interstate	10 min rest breaks every 2 hours travelled

Support, Confidentiality and Privacy

Parratech encourages any person experiencing difficulties with alcohol, other drugs or fatigue to seek help early. Support can be accessed confidentially through a supervisor, the People and Culture team, the Safety team or the Employee Assistance Program.

A voluntary disclosure made before a direction to undergo testing will be treated as a health and support matter. Parratech will work with the worker, their treating practitioners and, where relevant, a rehabilitation provider to agree a support or return to work plan, which may include modified duties, monitoring or ongoing testing.

Personal and health information collected under this policy is handled in accordance with the Privacy Act 1988 (Cth), the Australian Privacy Principles, and any applicable state or territory health records or privacy legislation in the jurisdiction where the information is collected, including the Health Records and Information Privacy Act 2002 (NSW), the Health Legislation Amendment (Information Sharing) Act 2019 (WA) and the Information Act 2002 (NT). Records are stored securely, retained only for as long as required and accessed only by authorised personnel.

Non-Compliance and Disciplinary Action

A breach of this policy is a serious matter because of the risk it creates for others. Parratech will consider each matter on its facts, including the nature of the work, the level of risk created, the person's disclosure and cooperation, and any underlying health condition that may require reasonable adjustment.

The following will be treated as a breach of this policy:

- Attending or remaining at work while impaired by alcohol, other drugs or fatigue.
- Recording a confirmed result at or above the applicable alcohol or drug limit.
- Refusing or failing to submit to a test when lawfully and reasonably directed to do so.
- Tampering with, substituting or otherwise interfering with a sample or the testing process.
- Failing to declare a known fitness for work risk, including impairing medication, before commencing safety critical work.

Where a breach is alleged, Parratech will apply a fair process that includes advising the person of the allegation, giving them a reasonable opportunity to respond, considering that response and any support needs, and then determining an outcome. Outcomes may range from counselling, training and a support plan through to formal warnings or termination of employment or engagement, consistent with the Fair Work Act 2009 (Cth) and the person's contract.

Roles and Responsibilities

The Managing Director and Officers will:

- Exercise due diligence to ensure Parratech has, and uses, appropriate fitness for work resources and processes.
- Ensure that programs, tenders and resourcing decisions do not create fatigue risk that cannot be controlled.
- Ensure adequate resources are available for testing, training, support services and roster management.
- Review fitness for work performance and ensure continual improvement.

Managers and Supervisors will:

- Plan work, rosters and travel within the fatigue parameters set by this policy.
- Monitor workers for signs of impairment or fatigue and act promptly where a concern arises.
- Remove a person from safety critical work where there is reasonable cause to believe they are impaired and arrange safe transport.
- Arrange and support testing in accordance with this policy and the relevant Australian Standards.
- Maintain confidentiality and apply procedural fairness in every fitness for work matter.
- Report and escalate fitness for work incidents, roster exceedances and emerging trends.

Workers, contractors and other persons at the workplace must:

- Present for work fit to perform their duties safely.
- Comply with this policy, related procedures and any client or site fitness for work requirements.
- Obtain adequate rest before and between shifts and use rest breaks as intended.
- Declare any medication, condition or circumstance that may affect their fitness for work before commencing safety critical work.
- Submit to testing when lawfully and reasonably directed.
- Report fatigue, impairment concerns and near misses, including concerns about a colleague, without fear of reprisal.

- Cease work and notify their supervisor where they believe they, or another person, cannot work safely.

Training, Consultation and Awareness

Parratech will provide induction and refresher training on fitness for work for all workers, together with additional training for supervisors on recognising impairment and fatigue, conducting reasonable cause assessments and managing the process fairly.

This policy will be communicated to all workers, contractors, suppliers and clients, and fitness for work will be a standing item in inductions, pre-start briefings and toolbox meetings. Workers and their representatives will be consulted before testing arrangements or roster patterns are introduced or changed.

Governance and Review

This policy forms part of Parratech's Work Health and Safety Management System and will be communicated, implemented and made available to workers, contractors and other interested parties. It is supported by the fitness for work, fatigue risk management and testing procedures, which set out the detailed arrangements.

The policy will be reviewed at least every two years, or earlier where there is:

- A significant legislative, regulatory or Australian Standard change.
- A serious incident, or an incident in which impairment or fatigue was a contributing factor.
- A material organisational, roster or operational change.
- Evidence that the policy is no longer suitable or effective.
- Findings arising from audits, inspections, testing data or management reviews.

Parratech is committed to ensuring that every person who performs work for us is fit to do so safely, and that every person returns home safe and healthy every day.

Approved by



Jason Fooks

Managing Director

REVISION	Date	Last reviewed
A	15 August 2026	15 August 2026