



**Dublin**  
Clayton Hotel, Liffey Valley,  
Wednesday 18th September 2019

**Cork**  
Kingsley Hotel, Victoria Cross  
Thursday 14th November 2019

### ABOUT THIS SEMINAR

#### Drugs and Alcohol at Work – Managing Reasonable Suspicion

Under Section 13(1)b the Safety, Health and Welfare at Work Act 2005 all employees must ensure that they are not under the influence of an intoxicant to the extent that he or she is in such a state as to endanger his or her own safety, health or welfare at work or that of any other person.

#### Random Roadside Drug Testing

A commencement order on 13th April 2017 gave effect to the Road Traffic Act 2016. This legislation will make it illegal for motorists to drive while under the influence cannabis, cocaine or heroin. Tests may also be conducted for the presence of alcohol, benzodiazepines and other prescribed medication.

#### Employee Drug Testing

The European Workplace Drug Testing Organisation seeks to harmonise drug testing processes across Europe. This presentation will cover sample matrices, drug panels, screening and confirmation issues, medical reporting requirements and how conflicting legislation has

created the situation we now have. The EWDTs efforts in the UK will be compared to current drug driving legislation and more importantly the new Psychoactive Substances Act.

#### Learning Objectives

At the end of this seminar those attending will have knowledge of:

- Developing intoxicant policies and procedures.
- Conducting a workplace intoxicant risk assessment.
- Intoxicant testing in the workplace-what the law requires.

Continuing Professional Development Awards. Professional Development Hours (P.D.H.'s) will be awarded by the Employee Assistance Certification Commission (EACC) for attendance. The Institute of Occupational Safety and Health (IOSH) members will be able to allocate CPD points to the course at the rate of 3 points per course day.

### PRESENTERS



**Maurice Quinlan** introduced the Occupational Alcoholism Programme (OAPs) concept to Europe and hosted the first seminar on this topic in the Clarence Hotel, Dublin, in September 1980. In 2017 he designed a new training module to manage the Health and Safety Risks of those who drive for work.



**Pat Ward** MBA is Head of Corporate Services at Dublin Port Company. He is a member of the Executive Management team with responsibility for employee relations, human resources, communications and cruise tourism. He has 10 years' experience as a Trade Union Official representing workers across road, rail air and broadcasting sectors. Pat studied Law and the Practice of Industrial Relations at SIPTU College and graduated with an MBA from Dublin City University.



**Duncan Carmichael** began his career as an organic chemist working with Glaxo Pharmaceuticals and ICI. He began a sales and marketing career with Varian Instruments and worked for 18 years in the US. He is a member of the European Workplace Drug Testing Society ( EWDTs) technical committee and was part of the team producing the current 2015 guidelines.

### SEMINAR PROGRAMME

- 8.30 am Registration – Objectives, Pre Course Assessment**
- 9.00 am Guidelines on Developing a Comprehensive Approach to Workplace Intoxicants.**  
This introduction will outline a five point International Standard and policies and procedures to manage employees who report for, or are at work under the influence of intoxicants (defined as drugs and alcohol) to the extent that they may endanger themselves or others.  
Maurice Quinlan, Director, EAP Institute.
- 10.00 am Safety Critical Risk Assessments for Drivers of Company Vehicles and Safety Critical Employees,**  
The Health and Safety Authority released an Information Sheet on intoxicants in September 2011. Contained in the information sheet is the requirement under Sections 19 and 20 of the 2005 Act, which requires employers to identify hazards in the workplace; to be in possession of a written assessment of the risk presented by those hazards and to draw up a safety statement. This session will outline a template for conducting an intoxicant risk assessment.
- 11.00 am Employee Drug Testing**  
The European Workplace Drug Testing Organisation seeks to harmonise drug testing processes across Europe. This presentation will cover sample matrices, drug panels, screening and confirmation issues, medical reporting requirements and how conflicting legislation has created the situation we now have. The EWDTs efforts in the UK will be compared to current drug driving legislation and more importantly the new Psychoactive Substances Act.  
Duncan Carmichael, Sales Manager, Agriyork400 Ltd.
- 12.00 pm Sample Workplace Intoxicant Policy**  
A sample workplace intoxicant policy will be outlined and explained. This policy may be adapted to suit individual needs. This session will outline employers legal obligations and steps to manage the situation where an employee reports or drives a company vehicle or is on duty under the influence of an intoxicant.
- 1:00pm Lunch**
- 2.00 pm Case Study**  
  
Intoxicant Policy – The Dublin Port Company Experience  
Pat Ward, Head of Corporate Services, Dublin Port Company
- 3.30 pm Procedures for Managing Reasonable Suspicion for Employees who Report for or are under the influence of intoxicants.**  
The Labour Court recommended that employers should provide reasonable accommodation for treatment and rehabilitation for alcoholism. Employee Support Services are required to provide support, assessment and referral for treatment and rehabilitation for workplace intoxicants. This session will outline steps to take in referring an employee for treatment and return to work.
- 4.30 pm Summary and Close.**

Online booking reduced fee € 285 Manual and USB supplied with full notes for Dublin Seminar on the 18th September 2019 and Cork on the 14th November 2019.



Each delegate attending will receive a comprehensive manual in hard copy a USB and Certificate of Attendance.

Delegates attending will be required to complete a post-seminar assignment.

### REGISTRATION FORM

#### How to Register:

Book online at [www.eapinstitute.com](http://www.eapinstitute.com)  
Book by email: [contact@eapinstitute.com](mailto:contact@eapinstitute.com)  
[maurice@eapinstitute.com](mailto:maurice@eapinstitute.com)  
Book by phone 051 855733 Intl. +353 51 855733  
and register you place with your credit card details

#### Method of Payment € 285 (please tick)

- By Credit Transfer to: Bank Of Ireland, The Quay, Waterford.  
IBAN: IE91 BOFI 9061 9531 2106 41 BIC/Swift Code: BOFIE2D
- Credit Card payments. Book online at [www.eapinstitute.com](http://www.eapinstitute.com).
- By Cheque. Total enclosed €.....Cheque made payable to the EAP Institute.

Venue: Tick Box  Dublin 18th September 2019  Cork 14th November 2019

Name .....

Position .....

Company .....

Address .....

.....

Email .....

Tel. No. ....

Please complete and return to: Email: [irene.kenny@eapinstitute.com](mailto:irene.kenny@eapinstitute.com)  
EAP Institute, 143 Barrack Street, Waterford, Ireland. Tel: 051 855733, Intl. +353 51 855733  
Book online at [www.eapinstitute.com](http://www.eapinstitute.com)

Cancellation Fee: All cancellations must be in writing. In the event of a cancellation, we regret that 25% of the full fee will be payable. If notice of a cancellation is not received earlier than ten clear working days before the seminar, the full fee will be charged. Substitution is allowed.

### Accommodation List

Drugs and Alcohol at Work – Managing Reasonable Suspicion  
A High Value Learning Seminar

Dublin Seminar Hotel: The Clayton Hotel, Liffey Valley, Dublin  
Tel: 01 625 800  
[www.claytonhotelliffeyvalley.com](http://www.claytonhotelliffeyvalley.com)

Room Rate: Double B+B €139  
Single B+ B €109  
Subject to availability

Cork Seminar Hotel: Kingsley Hotel,  
Victoria Cross, Co. Cork  
Tel: 021 480 0500  
[www.thekingsley.ie](http://www.thekingsley.ie)

Room Rate: Double B+B € 103  
Single B+ B € 90  
Subject to availability

Accommodation  
Book directly with the hotel.  
Please mention the EAP Institute to avail of the corporate rate

Online booking reduced fee  
€ 285  
Manual and USB supplied with  
full notes

Book online at  
[www.eapinstitute.com](http://www.eapinstitute.com)

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