

DRUG AND ALCOHOL POLICY

TIME Marine Services Sdn Bhd is committed to maintain a safe and productive workplace.

TIME considers the control of Drug and Alcohol to be one of the principal areas for attention. No shore based personnel, ship's crew and contractors engaged with TIME shall be left unaware of TIME's policy in this respect.

The TIME's policy should conform to the major oil company requirements, being the most stringent in the industry.

The policy is a part of the safety management system and covers the following:-

- The consumption of alcohol or the takings of drugs, except in case of prescribed drugs, are strictly prohibited.
- Promote a work organization that does not encourage substance usage. **ZERO TOLERANCE** on possession or use of drugs and/ or alcohol (0 Breath Alcohol Content & 0 Drug Content).
- Drug and alcohol testing for all employees for pre- employment/ pre- joining, post-accident/ incident (at earliest opportunity) and/ or at reasonable cause.
- All employees shall be evaluated with regards to misuse of drug and alcohol.
- Random drug and alcohol tests could be done without any pre-notice.
- Any person found in non-compliance of this policy will have their employment terminated.
- TIME fully support and adhere to the IMO guidelines for the prevention of drug smuggling.

All employees and contractors are required to comply with this policy, a breach of this policy may result in TIME Marine's Management to conduct an investigation and apply its disciplinary action.

For **TIME Marine Services Sdn Bhd**



OMAR BIN KHALID
Chief Executive Officer

Effective Date: May 3rd 2017