



# AAP Drug and Alcohol Policy

## 1 Aim

The Department of Climate Change, Energy, the Environment and Water (DCCEEW) and the Australian Antarctic Program (AAP) recognise the impacts that alcohol and other drugs can have on an individual, workplace and community.

The AAP's Drug and Alcohol Policy (the Policy) outlines the alcohol consignment limits and management of alcohol consumption and other drugs for those on deployment as part of the AAP.

The Policy aims to support all expeditioners at Antarctic and sub-Antarctic locations to live and work in safe environments, demonstrating a high standard of conduct and personal behaviour.

This Policy:

- Supports the Department's duty of care regarding safe work and living environments
- Recognises the unique context of AAP communities
- Reflects National Health and Medical Research Council (NHMRC) guidelines
- Supports respectful and cohesive work and living environments
- Sets guidelines regarding the use and misuse of alcohol and other drugs
- Considers the APS Code of Conduct and the Antarctic Service Code of Personal Behaviour
- Reflects operational constraints

The Policy should be read in conjunction with the AAP Drug and Alcohol Procedure.

## 2 Context

The department is committed to managing risk and the safety of its people working in the AAP. Expeditioners in the Antarctic and sub-Antarctic live and work remotely as part of small communities. Creating safe, cohesive and positive environments in these communities is a key to the wellbeing and safety of everyone.

The AAP operates a range of complex, high-risk and diverse workplaces including Australian Antarctic research stations, field camps, traverse operations, vessels and aircrafts. AAP expeditioners at these locations are subject to [APS Code of Conduct](#) and/or [Antarctic Service Code of Personal Behaviour](#) requirements and any lawful direction that may be issued by the Department.

### 3 Culture and expectations

The AAP brings together people from diverse backgrounds, perspectives, skills and knowledge to achieve common goals. AAP participants have an important role in fostering a safe and respectful environment.

To support a safe and respectful environment, our culture is grounded by the principle that safety comes first while working and living in Antarctica and the sub-Antarctic. Alcohol may only be consumed in a low-risk manner, safely and responsibly, with an expectation of acceptable behaviour being maintained at all times. Management of alcohol in the Antarctic and sub-Antarctic is a balance that allows for individual choice while promoting safety and social cohesion.

The misuse of prescription medication or other drugs is prohibited.

Smoking and vaping are restricted to designated smoking areas. In the absence of a designated smoking area, smoking is prohibited.

### 4 Scope

This Policy applies to:

- all locations where AAP expeditioners are deployed outside of mainland Australia, including the Antarctic, sub-Antarctic and Southern Ocean, research stations, field camps, traverse operations, vessels, third-party premises, and locations managed by other National-Antarctic Programs (NAP) (including stations, aircrafts and vessels).
- all work, social and recreational activities conducted at these deployment locations.
- all participants in the AAP inclusive of Australian Public Service (APS) employees, people from research partner organisations, guests and visitors.

### 5 Roles and responsibilities

The Department must ensure the safety and wellbeing of all AAP participants.

The Department seeks to shape an AAP culture where people are safe and have trust that those around them will always behave appropriately and safely.

Every AAP participant has a role in shaping safe and positive culture within the communities that they live and work in, and adherence to the Policy is an important enabler of this culture.

### 6 Requirements

All expeditioners in Antarctic, sub-Antarctic, and Southern Ocean locations, including at third-party premises, must:

- comply with this Policy, its supporting Procedures, and any applicable legislation (refer to Section 13)

- if consuming alcohol, consume it in a safe manner and maintain behaviour standards as described in the Antarctic Service Code of Personal Behaviour
- have breath alcohol within limits to safely perform work duties (below or equal to 0.05g/210L Breath Alcohol Concentration (BrAC) for general duties and BrAC of 0.00 for all safety sensitive activities – refer to the [AAP Drug and Alcohol Procedure](#) for more information)
- take reasonable care of their own health, safety, and wellbeing
- take reasonable care that their acts or omissions do not adversely affect the health, safety and welfare of other people or the community
- report incidents related to alcohol and other drug use or abuse and contravention of this Policy or the Procedures.

## 7 Alcohol consignment limits

Personal alcohol supplies can be purchased by expeditioners and consigned for delivery to Australia's research stations in Antarctica.

The limit of alcohol that each expeditioner can consign for delivery reflects the National Health and Medical Research Council (NHMRC) guidelines on low-risk alcohol consumption.

The number of alcoholic beverages personally consigned by each deployed AAP participant is limited to 10 standard drinks per week.

Further advice on alcohol consumption is defined in the [AAD Drug and Alcohol Procedure](#).

## 8 Production and procurement of alcohol and drugs

Brewing beer, distilling alcohol or otherwise producing alcohol or other drugs is not permitted at AAP locations.

Illicit drugs are not permitted. The possession and use of illicit drugs in the AAP is illegal.

It is prohibited for supplies of alcohol and/or drugs to be received by AAP participants via mail or any other means outside of Departmental consignment processes.

## 9 Medications and other drugs

All prescribed medications and any other drugs must be declared to the Polar Medicine Unit through expeditioner onboarding processes and documentation.

The misuse of prescription and regulated medications, substances, medical narcotics and gases is not permitted.

Supporting this Policy are Procedures (refer to Section 10) that detail:

- alcohol management and distribution
- testing for alcohol and other drugs at departmental workplaces.

## 10 Fitness for work

An individual's fitness for work may be affected by a variety of factors, including the effects of medical conditions, fatigue, stress, an individual's emotional state, alcohol and/or other drugs. These factors can affect work performance, contribute to behavioural issues, and increasing the risk of workplace incidents.

Breath alcohol limits and testing are prescribed in section 9 of the procedures. In safety sensitive activities, including while onboard the RSV Nuyina, blood alcohol must be zero (i.e. 0.00).

The Department has a legislative obligation to manage the risks to health and safety, including the management of alcohol or other drugs. AAP participants have a responsibility to manage their own fitness for work, including their consumption of alcohol and/or drugs.

Any person deemed unfit for work will be stood down, in consultation with the appropriate delegate/s, and not permitted to return to work until considered fit for work by the appropriate delegate/s.

## 11 Drug and alcohol testing

The alcohol and other drugs testing regime supports safe workplaces and the safety of all expeditioners. All AAP participants are subject to the alcohol and other drugs testing program and must make themselves available for testing when directed by the Department or its representatives, regardless of whether they are rostered to work. Self-testing kits are available to AAP participants to support participants self-identify when they may not be fit for duties.

Breath-testing for alcohol, and urine and other testing for other drugs, may be used to determine compliance with this Policy.

Details of testing and thresholds are described in detail in the [AAD Drug and Alcohol Testing Procedure](#) and specific alcohol and other drug management plans.

AAP participants are required to comply with testing policies and procedures for workplaces controlled by third parties, such as SERCO and other NAP.

## 12 Non-compliance action

A failure to comply with this Policy and/or associated Procedures, may constitute a breach of the Antarctic Code of Personal Conduct and may result in management responses, ranging from, but not limited to:

- referral to medical assessment and treatment; and/or
- effect expeditioner evaluation and performance processes; and/or
- a reprimand; and/or
- return to Australia; and/or
- termination of employment.

## 13 Other supporting documents and legislation

### Other supporting documents:

- [AAP Drug and Alcohol Procedure](#)
- [Aviation Drug and Alcohol Management Plan \(DAMP\)](#)
- [AAP Drug and Alcohol Testing Procedure](#)
- [Antarctic Service Code of Personal Behaviour](#)
- [APS Code of Conduct](#)
- [Australian Guidelines to reduce Health Risks from Drinking Alcohol 2020, National Health and Medical Research Council Australian Government](#)
- [Alcohol Guidelines and standard drink fact sheet](#)
- [Australian Drug Foundation Drugs and their effects Fact Sheet](#)
- [Protective Security Policy Framework \(PSPF\)](#)
- [AAD Fatigue Management Standard](#)
- [Watercraft Safety Management System](#)
- [Drager Alco Test Work Instructions](#)

### Legislation:

- [Work Health and Safety Act 2011 \(Cth\)](#)
- [Work Health and Safety Regulations 2011 \(Cth\)](#)
- [APS Values of the Public Service Act 1999](#)
- [Civil Aviation Act 1988](#)
- [Civil Aviation Safety Regulations 1998 \(CASR\)](#)

Appendix A - Definitions

Key terms	Meaning
<b>AAP workplace</b>	Any place where AAP program participants live and/or work.
<b>AAP</b>	Australian Antarctic Program includes all Australia’s activities in Antarctica, the sub-Antarctic and the Southern Ocean that are managed and/or co-ordinated by the Australian Antarctic Division.
<b>AAP participant</b>	Includes any person deployed to the Antarctic, sub-Antarctic or Southern Ocean as part of the AAP. The term is agnostic of home organisation or affiliation with any other government or non-government organisation.
<b>Deployment</b>	Living and working at a location not on Australian soil, including stations, ships, external territories.
<b>Expeditioner</b>	Includes any person deployed to the Antarctic, sub-Antarctic or Southern Ocean as part of the AAP. The term is agnostic of home-organisation or affiliation with any other government or non-government organisation.
<b>National Antarctic Programs</b>	Other National Antarctic Programs are any government operated or supported program which is mandated with managing the support of scientific research.
<b>Safety sensitive activities</b>	<p>Safety sensitive activities are defined as including:</p> <ul style="list-style-type: none"> <li>• Safety Sensitive Aviation Activities including activities at Wilkins Aerodrome (refer to Section 9.5.1)</li> <li>• operating mobile and fixed plant and equipment, including driving any AAP vehicle</li> <li>• all activities requiring a high-risk work licence (scaffolding, forklifts, hoists, cranes, pressure equipment, rigging and dogging equipment, elevating work platforms)</li> <li>• working at heights</li> <li>• working in confined spaces</li> <li>• operating or working as crew on small watercraft, LARCs and barges</li> <li>• operating or working with underwater autonomous or remotely piloted vehicles</li> <li>• diving activities as stipulated in the <a href="#">AAD Diving Standard Operating Procedure</a></li> <li>• travel to, from or in the field, including as a passenger and/or onboard RSV Nuyina</li> <li>• direct supervision of any of the above activities.</li> </ul>
<b>Third-party premises</b>	A premise, including a vessel or aircraft, not owned and/or operated by the department, but is a place where work is carried out. A third-party premises is not controlled by the department. An example of a third-party premises is the RSV Nuyina which is operated and controlled by SERCO.

