

Policy/Procedure/Strategy: Staff Drug and Alcohol Policy
 Review Due: 01/03/2022
 Date of Assessment: 29/03/2017

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 Department/Section: Human Resources

Signature: John McLuckie
 Date: 29/03/2017

Step 1

Aim of proposed activity/decision/new or revised policy or procedure:

Argyll College UHI aims to ensure the safety of all employees by having clear and concise guidelines and rules in place regarding the use and possession of alcohol and drugs, and to support those who have reported a problem with alcohol or drug dependence.

- New
 Revised
 Existing

Who will be affected?	Who will be consulted?	Evidence available:
College staff, students, visitors and stakeholders	College staff	Qualitative – Argyll College UHI Staff Drug and Alcohol Policy, Health and Safety at Work etc Act (1974), Misuse of Drugs Act (1971). Anecdotal – Staff views on the policy.

Step 2

Potential Positive/Negative/Neutral Impact Identified. P, N, N/I	Age	Disability	Gender Reassignment	Marriage/Civil Partnership	Pregnancy and Maternity	Race	Religion or Belief	Sex	Sexual Orientation
Eliminating Discrimination	N/I	N	N/I	N/I	N	N/I	N/I	N/I	N/I
Advancing Equality of Opportunity	N/I	N	N/I	N/I	N	N/I	N/I	N/I	N/I
Promoting Good Relations	N/I	N/I	N/I	N/I	N/I	N/I	N/I	N/I	N/I

Step 3

Action to be taken

- Potential equalities impact relating to the unwanted disclosure of prescription drugs usage for staff with an undisclosed disability or pregnancy.
- Review of equality impact assessment whenever this policy or associated health and safety and substance misuse legislation is updated or revised.

Summary of EIA Outcome – please tick

- No further action to be carried out
 Amendments or changes to be made
 Proceed with awareness of adverse impact
 Abandon process – Stop and Rethink

Please forward completed EIA forms to the Equality & Diversity Committee