Workplace Alcohol & Drug Testing Procedure

1. PURPOSE

The purpose of this procedure is to ensure a safe, healthy, and productive workplace by outlining the process for alcohol and drug testing where necessary. This supports our commitment to the health and safety of all employees, visitors, and the general public

2. WHO IS COVERED BY THIS PROCEDURE

This procedure applies to all employees, contractors, and temporary staff who work on behalf of the company, known as 'workers', whether on company premises or remote sites. This includes, but is not limited to, situations involving the operation of company vehicles, equipment, working at height or around water

3. TESTING

Random Testing: As stated in Substance Misuse Policy & Driving on Company Business Policy, this will be conducted fairly and without discrimination.

For Cause/Reasonable Suspicion: Where there is reasonable cause to believe a worker as detailed in 2. Scope, is under the influence of drugs or alcohol while on duty.

Post-Incident: Following any workplace incident or near-miss involving injury, vehicle use, or property damage.

Return-to-Work: As part of a rehabilitation agreement or after a confirmed violation of the substance policy.

4. TESTING PROCESS

Testing will be conducted by a Grapefruit member of staff, and witnessed.

Workers will be informed of the testing process and required to sign a consent form. Consent forms will be signed and filed as a matter or record.

Refusal to consent to testing may be treated as a violation of company policy.

Testing may include urine or saliva tests for drugs and alcohol.

5. CONFIDENTIALITY

All testing results will be treated with the highest level of confidentiality. Results will only be disclosed to individuals on a need-to-know basis and stored securely in accordance with data protection laws

6. CONSEQUENCES OF A POSITIVE TEST

A confirmed positive test result may lead to disciplinary action, up to and including termination of employment, depending on the circumstances and severity. Support may be offered, including referrals to counseling or rehabilitation services.

7. RIGHTS

Workers have the right to explain or contest the results of any drug or alcohol test.

Any medication or medical condition that may affect the results should be disclosed confidentially to the testing administrator.

8. COMPLIANCE

This procedure complies with all applicable laws and regulations regarding workplace drug and alcohol testing.

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UKDrugTesting SCREENING FORM

Donor name:	Ref No:
Date of sample collection:	Date of test (if different):

List any medication taken in the last 3 weeks (include self administered). Please include any over-the-counter medication, eg for headaches, coughs, colds, ie nasal sprays, etc.

DONOR STATEMENT:
I hereby consent to the following screening tests for the detection of drugs and/or their metabolites from a sample of my urine/saliva. I am fully aware of the policy of Driving on company business, Grapefruit Graphics Ltd, should a positive result be detected. I accept the interpretation of my test results by the Assessor and Co-assessor, provided their interpretation match identically.

Signed:…… Date: ……

TEST DETAILS AND RESULTS

Test Start time: …… (am/pm) Test read at: …….. (am/pm) (NB Should be 10 minutes)

Results in the test area are as follows: (please tick where a magenta line forms – regardless of intensity)

Edit drugs to match test kit being used

Assessor's Interpretation	Co-Assessor' Interpretation
Marijuana (Cannabis THC) 12ng detection up to 8-12hrs	**Marijuana** (Cannabis THC) 12ng detection up to 8-12hrs
Cocaine 20ng detection for 24-48hrs	**Cocaine** 20ng detection for 24-48hrs
Opiates (including heroin) 40ng detection for 7-21hrs	**Opiates** (including heroin) 40ng detection for 7-21hrs
Methamphetamine 50ng detection for 72hrs	**Methamphetamine** 50ng detection for 72hrs
Amphetamine 50 ng detection for 72hrs	**Amphetamine** 50 ng detection for 72hrs
Benzodiazepines 50ng/ml up to 72 hrs	**Benzodiazepines** 50ng/ml up to 72 hrs
Methadone 30ng/ml up to 24hrs	**Methadone** 30ng/ml up to 24hrs
Alcohol Real time BAC equivalent semi-quantitative	**Alcohol** Real time BAC equivalent semi-quantitative

Assessor's Name: …….. Co-Assessor's ……..

signed: …… Signed: ……..

For the test results to be valid, the control lines for any given drug must form. For the interpretation of the test results, the Assessor and Co-assessor must agree on all results. Therefore, if both Assessors agree that all magenta lines have formed (both the control and test lines), the patient can be considered negative for the classes of drugs listed above. Where magenta lines do not form, the patient's sample should undergo a confirmatory laboratory test.

The Donor was found to be negative for all drugs listed: ……(tick/cross) **OR**

The patient was initially positive for the following drugs: ……
(if initially positive, carry out confirmation procedures)

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URINE DRUG TESTING				SALIVA DRUG TESTING			
Drug	**Abbreviation**	**Detection Period(up to)**	**Cut Off**				
Alcohol	ETG	Up to 80 hours	500ng/mL	Alcohol	ALC	Real time	0.02%BAC
AB-PINICA synthetic THC	APB	2-5 days	10ng/mL				
Amphetamine	AMP	1-6 days 1-3 days	500ng/mL 1000ng/mL				
Barbiturates	BAR	3-8 days	300ng/mL				
Benzodiazepines	BZO	Up to 7 days, up to 6 weeks with heavy use of long-acting benzodiazepines	300ng/mL				
AB-PINICA synthetic THC	APB	2-5 days	10ng/mL				
Amphetamine	AMP	1-6 days 1-3 days	500ng/mL 1000ng/mL	Amphetamine	AMP	2-3 days	50ng/mL
Barbiturates	BAR	3-8 days	300ng/mL	Barbituates	BAR	1-2 days	50ng/mL
Benzodiazepines	BZO	Up to 7 days, up to 6 weeks with heavy use of long-acting benzodiazepines	300ng/mL	Benzodiazepines	BZO	2-3 days	50ng/mL
AB-PINICA synthetic THC	APB	2-5 days	10ng/mL				
Buprenorphine	BUP	3-6 days	10ng/mL	Buprenorphine	BUP	2-3 days	10ng/mL
Cannabinol	CNB	5-30 days	500ng/ml				
Cannabis (Marijuana, Weed)	THC	5-30 days 5-45 days *	50ng/mL 25ng/ml 20ng/ml	Cannabis (Marijuana, Weed)	THC	Up to14 hours ** 4-6 hours **	12ng/mL 50ng/mL
Cathinone	CAT	1-4 days	150ng/mL				
Carfentanyl	CFYL	2-5 days	500ng/mL				
Cocaine	COC	1-2 days 1-3 days	300ng/mL 150ng/mL	Cocaine	COC	1-2 days	20ng/mL

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			100ng/mL				
Cotinine	COT	2-3 days	100ng/mL	Cotinine	COT	1-2 days	20g/mL
Ecstasy	MDMA	1-3 days	1000ng/mL	Ecstasy	MDMA	2-3 days	50ng/mL
EDDP	EDDP	2-8 days	300ng/mL				
Fentanyl	FYL	2-72 hours	10ng/mL	Fentanyl	FYL	48-72 hours	20ng/mL
Gabapentin	GAB	1-2 days	2000ng/mL				
Buprenorphine	BUP	3-6 days	10ng/mL				
Cannabinol	CNB	5-30 days	500ng/ml				
Gabapentin	GAB	1-2 days	2000ng/mL				
Buprenorphine	BUP	3-6 days	10ng/mL				
Ketamine	KET	3-5 days	1000ng/mL	Ketamine	KET	48-72 hours	50ng/mL
Lysergic Acid	LSD	2-5 days	20ng/mL				
Meperidine	MPRD	1-4 days	100ng/mL				
Mephedrone	MEP	1-2 days	100ng/mL				
Methadone	MTD	2-8 days	300ng/mL	Methadone	MTD	8-12 hours	30ng/mL 35ng/mL
Methamphetamine	mAMP	3-5 days	1000ng/mL	Methamphetamine	mAMP	2-3 days	50ng/mL
Methaqualone	MQL	8-24 days	300ng/mL				
Methylenedioxypyrovalerone	MDPV	3-5 days	1000ng/mL				
6-monoacetylmorphine	6-MAM	2-5 days	10ng/mL				
Opiate / Morphine	MOR/P	3-72hours	300ng/mL	Morphine Phosphate	MOP / P	1-2 days	40ng/mL
Opiate / Morphine	OPI	3-72hours	2000ng/mL	Opiates	OPI	7-21 hours	40ng/mL
Oxycodone	OXY	2-4 days	300ng/mL	Oxycodone	OXY	2-3 days	20ng/mL 50ng/mL
Phencyclidine	PCP	7-14 days	25ng/mL	Phencyclidine	PCP	12-24 hours	10ng/mL
Pregabalin	PGB	3-5 days	50ug/mL				
Propoxyphene	PPX	1-2 days	300ng/mL	Propoxyphene	PPX	1-2 days	50ng/mL
Synthetic Marijuana	K2/Spice	Up to 72 hrs	50ng/mL	Synthetic Marijuana	K2/Spice	Up to 48 hours	25ng/mL
Tramadol	TML	1-4 days	500ng/mL	Tramadol	TML	Up to 48 hours	30ng/mL
Trazadone	TZD	3-5 days	200ng/mL				
Tricyclic Antidepressants	TCA	2-10 days	300ng/mL				
Zolpidem	ZOL	1-7 days	50ng/mL				
Ketamine	KET	3-5 days	1000ng/mL				
Lysergic Acid	LSD	2-5 days	20ng/mL				

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Meperidine	MPRD	1-4 days	100ng/mL				
Mephedrone	MEP	1-2 days	100ng/mL				
Methadone	MTD	2-8 days	300ng/mL				
Methamphetamine	mAMP	3-5 days	1000ng/mL				
Methaqualone	MQL	8-24 days	300ng/mL				
Methylenedioxypyrovalerone	MDPV	3-5 days	1000ng/mL				
6-monoacetylmorphine	6-MAM	2-5 days	10ng/mL				
Opiate / Morphine	MOR/P	3-72hours	300ng/mL				
Opiate / Morphine	OPI	3-72hours	2000ng/mL				
Oxycodone	OXY	2-4 days	300ng/mL				
Phencyclidine	PCP	7-14 days	25ng/mL				
Pregabalin	PGB	3-5 days	50ug/mL				
Propoxyphene	PPX	1-2 days	300ng/mL				
Synthetic Marijuana	K2/Spice	Up to 72 hrs	50ng/mL				
Tramadol	TML	1-4 days	500ng/mL				
Trazadone	TZD	3-5 days	200ng/mL				
Tricyclic Antidepressants	TCA	2-10 days	300ng/mL				
Zolpidem	ZOL	1-7 days	50ng/mL				
Ketamine	KET	3-5 days	1000ng/mL				
Lysergic Acid	LSD	2-5 days	20ng/mL				
Meperidine	MPRD	1-4 days	100ng/mL				
Mephedrone	MEP	1-2 days	100ng/mL				
Methadone	MTD	2-8 days	300ng/mL				
Methamphetamine	mAMP	3-5 days	1000ng/mL				
Methaqualone	MQL	8-24 days	300ng/mL				
Methylenedioxypyrovalerone	MDPV	3-5 days	1000ng/mL				
6-monoacetylmorphine	6-MAM	2-5 days	10ng/mL				
Opiate / Morphine	MOR/P	3-72hours	300ng/mL				
Opiate / Morphine	OPI	3-72hours	2000ng/mL				
Oxycodone	OXY	2-4 days	300ng/mL				
Phencyclidine	PCP	7-14 days	25ng/mL				
Pregabalin	PGB	3-5 days	50ug/mL				
Propoxyphene	PPX	1-2 days	300ng/mL				
Synthetic Marijuana	K2/Spice	Up to 72 hrs	50ng/mL				
Tramadol	TML	1-4 days	500ng/mL				
Trazadone	TZD	3-5 days	200ng/mL				

Tricyclic Antidepressants	TCA	2-10 days	300ng/mL				
Zolpidem	ZOL	1-7 days	50ng/mL				
Ketamine	KET	3-5 days	1000ng/mL				
Lysergic Acid	LSD	2-5 days	20ng/mL				
Meperidine	MPRD	1-4 days	100ng/mL				
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Methamphetamine	mAMP	3-5 days	1000ng/mL				
Methaqualone	MQL	8-24 days	300ng/mL				
Methylenedioxypyrovalerone	MDPV	3-5 days	1000ng/mL				
6-monoacetylmorphine	6-MAM	2-5 days	10ng/mL				
Opiate / Morphine	MOR/P	3-72hours	300ng/mL				

** Cannabis THC detection times in urine have been reported as testing positive up to 45 days after last use following heavy long term Cannabis use in individuals with high residual body fat levels, as THC is stored in fat and can be released gradually. This is particular common if an ultra sensitive 20ng or 25ng THC detection urine drug test is used in place of the usual 50ng THC detection test. How long THC stays in a person's system varies hugely between individuals.*

Source 24.03.2025 *Drug Test Detection Times And Cut Off Levels – UKDrugTesting*

Signed

Andrew Yeomans,
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