



NEW ZEALAND WATER SKI RACING ASSOCIATION

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# Drug and Alcohol Policy

## 1. Background

- 1.1 New Zealand Water Ski Racing Association Inc is committed to ensuring that a safe, healthy and productive event is provided for all participants and the general public. NZWSRA seeks to balance the right to private activity with the need to ensure its members are fit and unimpaired for an event. Policy that addresses the use of drugs and alcohol is by nature complex and can be the subject of challenge. NZWSRA recognises this, but when operating in a safety-critical field as on-water racing, there can be little room for compromise. The safety of participants, support crews and members of the public must take precedence over individual freedom to partake of alcohol or drugs. NZWSRA will set its own minimum standards. Where clients have more stringent standards that apply at particular sites, then these will apply. Where there is conflict between Aspen policies and a client's policy, then these will be resolved on a case by case basis and staff informed of the resultant policy that applies to that site.
- 1.2 NZWSRA is not interested in what their staffs do in their own time. This policy only relates to activities that could adversely impact on the safety of the participant or public, or where it can adversely impact on NZWSRA's contractual requirements, legislative/regulatory requirements or reputation. At the same time, NZWSRA has an abiding concern for the welfare of its members and seeks to minimise harm caused by alcohol and drugs to its members.
- 1.3 The goal for developing a drug and alcohol policy at its events is to prevent and reduce harm associated with people being impaired by drugs or alcohol, by adopting strategies that assist in increasing education, awareness of onsite consumption rules and enforcement for breaches of policy and treatment strategies.
- 1.4 NZWSRA specific objectives are to:
- Maintain and/or restore the good health and welfare of its members
  - Ensure a safe event environment
  - To ensure compliance with legislative and regulatory requirements
  - To ensure compliance with contractual requirements
  - Provide information about referral to counselling, treatment and rehabilitation services.
  - Ensure that persons who are consuming alcohol or drugs take responsibility for their own behavior

- Offer appropriate forms of assistance to those individuals for whom drugs or alcohol has become a problem
- To preserve and enhance the reputation of the NZWSRA in the community

1.5 It must be noted that NZWSRA members take part in high speed water based activities, namely circuit and river water ski racing. Participating in these safety-sensitive events, require all participants to be drug and alcohol free.

Infringement of this policy may be of very grave concern and can result in immediate stand down from participation and refusal of permission to remain at the event or take place in any further event run by the NZWSRA until a time determined by the NZWSRA committee.

There are three categories for consideration:

- 1.6
- Alcohol
  - Prescription or over the counter legal drugs that have a potential negative impact on performance
  - Illegal drugs. These drugs also will have a negative impact on performance.

The main concern is not to identify users of illegal drugs, but rather to prevent personnel participating in an event while impaired.

## 2. Definitions

### Safety Sensitive Event

For the purposes of NZWSRA, safety-sensitive event is any activity that involves on-water water ski racing and the operation of vehicles and boat trailers that may place the individual or others at risk of harm.

## 3. Scope

3.1 This policy applies to all NZWSRA Events and members. It covers the consumption, use and abuse of alcohol, illegal drugs and prescription drugs.

3.2 By implementing this Policy, NZWSRA intends to achieve the following objectives:

- provide a safe and healthy event or premises for all members, public and visitors;
- set standards for drug and alcohol use and the permissible levels of drugs and alcohol present in members;
- foster an attitude amongst all members and visitors that it is unacceptable to sell, distribute, possess, use or be under the influence of, alcohol or drugs at an event that may inhibit them from performing their duties efficiently or cause risk to themselves, skiers, observers, drivers, other members, or the general public;
- ensure that NZWSRA and its members comply with legislation and regulations relevant to drugs and alcohol
- provide confidential Assistance Programs for those who require assistance complying with this Policy;
- provide guidelines on the way drugs and alcohol use at an event will be tested, monitored and managed; and

- ensure that all members are aware of the Standards and procedures set out in the Policy regarding drug and alcohol use and any relevant legislation.

## 4. Policy

### 4.1

NZWSRA's Head Office is located in Hamilton, and under the [Health & Safety at Work act 2015](#), NZWSRA has an obligation to provide a event environment for all members.

The right of individuals to drink and take drugs socially or for medical reasons is acknowledged, but when work performance suffers or individuals are endangered, then some action must be taken. Members should not be adversely affected by alcohol or drug use during event hours, and must carry out their duties and responsibilities in a safe manner. NZWSRA supports good management practice and will achieve this by implementing a Drug and Alcohol policy, which will provide: -

- Education and Information
- Organisational support
- Support for prevention by enabling access to treatment and rehabilitation services
- Assessment of the event environment to identify conditions which may contribute to drug and alcohol problems

### 4.2

Aspen Medical is committed to the concepts of Prevention, Counselling and Rehabilitation.

## 5. Consumption guidelines

### 5.1

Alcohol and illicit drugs shall not be consumed on event premises while a member is participating in a NZWSRA run event. This includes any person involved in on-water activities such as a race boat driver, race boat observer, skier, on-water judge, course boat driver, start/finish boat driver, medical boat driver, medic.

This also includes, but not limited to, any member that is performing an off-water critical event role such as judge, timing, scrutineers, marshals or a committee member who may be called upon to make a judgement on a racing issue.

### 5.2

No alcohol should be consumed prior to commencing duty, such that an individual is impaired in any way by alcohol when reporting for duty.

### 5.3

No staff member shall work in the workplace, or be on call, unless specifically approved by the relevant project manager, whilst under the influence of:

- alcohol, as defined in para 3.6;
- any illegal drug;
- any prescription drug which is an amphetamine, barbiturate or methadone;
- any other prescription drug or any other drug, which might reasonably be expected to have the potential of impairing the participant's efficient performance of his/her duties, or which is likely to cause health and physical risks to the event.

### 5.4

Any NZWSRA member who is on duty is not to consume any alcohol during the duty periods. Members who are required to provide immediate response for provision of clinical services or for a designated safety-sensitive position, for the period that they are required to provide that response, are at no time to be adversely affected by alcohol or drugs, and to have a BAC of no greater than 000mcg.

- 5.5 Where an individual has been prescribed an amphetamine, barbiturate or methadone, the individual, should they seek to participate, is to identify this to the relevant committee member. If they do not wish to reveal the medication, then they are not to participate. The committee member is to inform the on-site medical personnel. The senior medic will investigate if the use is consistent with safe conduct of the role, and advise the race committee.
- 5.6 If an individual is prescribed a drug that might reasonably be expected to have the potential of impairing the participants efficient performance of his/her duties, or which is likely to cause health and physical risks to the event, the Race committee is to be informed. Where the Race Committee has any concerns that the use of the medication may have adverse safety outcomes, then the senior on-site medic is to be informed. The senior on-site medic will investigate if the use is consistent with safe conduct of the role, and advise the race committee.

## 6. Education

Preventive education, through the training of all members is a vital priority for NZWSRA. All members (including new members) will be provided with education about the effects of drugs and alcohol on an ongoing basis. The education will be tailored to reflect the professional background of the NZWSRA. Members will also receive information about drug and alcohol programs as they are developed.

## 7. Problem identification

Problems with the use of alcohol or drugs may be identified through:

- self identification
- self referral to a treatment program
- another member
- by the committee. It is important to note that a Committee's identification of an alcohol related issue with a member at an event should be done so in relation to reduced performance and the potential risk to themselves and others.
- By an investigation, such as following an incident

Identification may reflect a breach of membership, and as such could result in disciplinary action. Self-identification and self-referral are to be encouraged and wherever possible, disciplinary action is to be avoided if no breaches of this policy subsequently occur.

## 8. Testing

- 8.1 NZWSRA rules require that alcohol testing is to be undertaken by any person who is involved in any on-water activity at the event. This includes, but is not limited to drivers, observers, skiers, judges, course boat drivers, start/finish boat drivers, medics and off-water event critical roles such as judges, timing, race committee members.

This is done to guarantee the safety of participants and members involved in the event.

The member, should they not comply with a request to undergo testing, will be stood down from participating until it can be clearly demonstrated that they are not impaired. Further administrative action will be undertaken on a case by case basis, and may include immediate suspension of racing and removal from the event. If initial alcohol breath testing indicates a level above 000mcg then the member will be stood down, they will be required to stay with the medics, wait 20mins and take a second, evidentiary test. If the Evidentiary show 000mcg, then the member can continue to participate in the event. If the Evidentiary test show an alcohol reading above 000mcg, then the member will be stood down and not participate in the days event.

**8.2** NZWSRA reserves the right to implement a random alcohol and illicit drug testing regime. If such a regime is to be introduced, suitable education of members will be undertaken prior to implementation. Such a testing program may be 'for cause' or random, and may utilise a variety of sample sources, such as urine, saliva, hair, expired air and blood.

**8.3** Each NZWSRA event is to ensure there is an alcohol breath analyser, compliant with AS 3547, Breath alcohol testing devices for personal use; appropriately calibrated (six monthly), as part of the equipment for that event. The testing will be conducted by the on-site medical team, who are trained, certified and can show equipment compliance.

**8.4** Alcohol and Drug testing will occur in the following circumstances:

- On reasonable suspicion – If a member is suspected, on reasonable grounds, of being under the influence of drugs or alcohol, the committee may use their discretion to test the relevant member.
- Post accident/incident alcohol &/or drug testing – As part of NZWSRA's post-accident/incident investigation procedures, if there is reason to believe that an incident or injury occurred as a result of a member being under the influence of drugs or alcohol, the committee of NZWSRA or the on-site medical team may use their discretion to test for the presence of drugs and/or alcohol. Any member may be required to present to an Authorised testing officer where the worker (in the opinion of a Committee Member or Senior Medic):
  - a. has been involved in an incident, where safety precautions or procedures do not appear to have been complied with;
  - b. has committed an act of misconduct;
  - c. has caused an injury to any person;
  - d. commits any act of neglect or carelessness or breach of safety requirements;
  - e. displays any material decline in operating equipment or any irrational behaviour; or
  - f. has contravened this Policy in terms of alcohol use.
- In order to comply with the Health & Safety at Work Act 2015, Worksafe NZ and Maritime NZ law provides a test to be carried out.

**8.5** Any drug and alcohol testing done under this program will be conducted as follows:

- for breath testing for alcohol — using a device that meets either AS 3547, Breath alcohol testing devices for personal use; or NMI R 126, Pattern Approval Specifications for Evidential Breath Analysers;

- for oral fluid testing for drugs — in accordance with AS 4760, Procedures for specimen collection and the detection and quantitation of drugs in oral fluid;
- for urine testing for drugs — in accordance with AS/NZS 4308, Procedures for specimen collection and the detection and quantitation of drugs of abuse in urine.

8.6 Any devices used in drug or alcohol testing under this Policy must be used in a way that is consistent with the instructions of the manufacturer of those devices.

8.7 All tests will be carried out by an authorised testing officer or the Authorised Testing Agency and NZWSRA will take all reasonable steps to ensure that the testing procedures protect the privacy and confidentiality of the members being tested.

8.8 Any complaint or objection by a member in relation to the procedural steps taken by the Authorised Testing Agency, or an Authorised testing officer, in circumstances where any departure from the applicable procedures would reasonably be expected to invalidate the breath alcohol test, oral fluid test for drugs or urine test for drugs or give rise to a serious doubt in respect of the accuracy or reliability of the breath alcohol test, should be managed in writing to the NZWSRA Executive.

## 9. Responsibilities

9.1 All members have a responsibility to identify conditions in their work environment that contribute to drug and alcohol problems.

**Committee:** If a member of the executive committee subsequently determines that a member believed to be affected poses an immediate risk to their own safety or that of any other person, the committee member must direct that member to cease participation immediately. If necessary the committee must assist with arrangements to ensure the member arrives home safely, or is placed in a safe environment.

9.2 **Members:** Members participating in association with, or in close proximity to, another member whose performance they perceive to be adversely affected by alcohol and/or drugs, are encouraged to support their colleagues in seeking appropriate assistance.

All members - have a responsibility to conduct themselves in a professional manner. NZWSRA considers it is unacceptable for members to be adversely affected by drugs or alcohol while on assignment either during an event or when attending work functions/ events.

## 10. Breaches of this policy

10.1 Each member must comply with any request made by a representative of the Authorised Testing Agency; or an authorised testing officer of the NZWSRA, to provide a blood, urine or breathe sample to a representative of the Authorised Testing Agency or to an Authorised testing officer. Members of the NZWSRA will be in serious breach of this Policy and face disciplinary action if:

- without reasonable cause, they fail to comply with a request to provide a blood, urine or breath sample;
- without reasonable cause, they fail to cooperate in relation to the procedure for collection of a sample or refuses to sign or complete any sample collection documents or labels; and
- they avoid or falsify any breath, urine or blood sample.

**10.2** In the event of a refusal the authorised testing officer or the Authorised Testing Agency will explain that a refusal to test will be deemed to be a positive result. The member will be given the opportunity to comply or otherwise receive a deemed positive result.

**10.3** Any member who:

- avoids, adulterates or falsifies any blood, urine or breath test sample;
- substitutes for another worker or arranges or is involved in any such substitution;
- aids or abets any person in respect of the above matters; or
- attempts to do any of the above matters,

will be guilty of a serious breach of this Policy and will be subject to disciplinary action. If the test is refused or returns a positive result, the member[s] may be asked by the executive committee to cease participation in the event or leave the event premises.

**10.4** A member who does not comply with the policy will be managed on a case-by-case basis. Disciplinary action may include suspension or termination as a member of the NZWSRA.

## **11. Inability to submit to testing**

Any member who, by reason of any significant personal injury or incapacity, is reasonably unable to submit to any alcohol or drug test in accordance with this Policy will not be treated as being in breach of this Policy. However, the NZWSRA may require such member to submit to any alcohol or drug test at the earliest practicable time.

## **12. Prescription Drugs**

Any member who has a prescription drug prescribed to them by a medical practitioner will not be in contravention of this Policy as a result of taking that drug in accordance with the prescription, provided that:

- if the prescription drug is an amphetamine, barbiturate or methadone, the member must not participate whilst using or affected by such drug until he or she is certified by the medical director as being fit to continue to participate in the event;
- the consumed level of the prescription drug does not exceed the level which the member has been prescribed to take;
- the member has obtained medical advice to confirm that the nature of the prescription drug and/or the quantity consumed does not have the potential of impairing the member's safe and efficient performance of his or her duties; and
- in all cases, the member is able to produce the original prescription to the Executive Committee or senior medic at an agreed time.

New Zealand Water Ski Racing Association Inc has the authority to have an independent medical provider review the medical certificate for a second opinion.

## 13. Rehabilitation Management Plan

13.1 NZWSRA is committed to ensuring that any member who recognises a problem with complying with this Policy shall be given the opportunity to access confidential and accredited professional counselling services. NZWSRA encourages its members to seek such assistance where required. All members will be offered access to counselling and support services where the need arises.

13.2 The Senior Medical Personal on-site will be consulted regarding any positive or non-negative initial test. The Senior Medic will discuss with the member concerned to identify whether there is legitimate reasons for the presence of the substance identified. The Senior Medic will recommend to the relevant executive committee member whether a return to participation program should be implemented. Such a program may involve:

- Referral to a drug and alcohol counsellor, addiction specialist or psychiatrist for assessment
- If appropriate, a treatment program for alcohol or drug misuse
- A return to participation after recommendation by the counsellor/addiction specialist/psychiatrist and the Senior Medic & Executive Committee

13.3 In situations where a Rehabilitation Management Plan is to be provided, the Plan must include:

- the aims and objectives of the Plan;
- the responsibilities and actions to be taken by the member;
- the relevant treatment plan[s] to be undertaken;
- any counselling services to be offered (if necessary);
- time frames and goals for returning to participation; and
- steps to be taken in circumstances of relapses.

The Plan must be signed by the member and a copy of the Plan shall be placed on their personnel file.

13.4 Any costs incurred as a result of providing any of the above will be borne by the member. The member reserves the right to nominate the counsellor or specialist to be used.

## 14. Function Guidelines

Efforts should be made to ensure that alcohol served at work related functions is responsibly served and consumed. This is important as it is a reflection of the Association's attitude to alcohol misuse, and alcohol related injuries that occur as a result of Association functions can be considered the responsibility of members.

14.1 NZWSRA has a duty of care to ensure that where alcohol is served or provided at functions, it is done so in a responsible manner. All members organising functions involving alcohol consumption should be aware of the following requirements:

- The function must have a designated start and finish time
- Standard drinks should be served thereby allowing people to monitor their alcohol intake (see recommended guidelines)
- Alternative transport arrangements must be provided for staff who are deemed unfit to drive
- People who appear to be intoxicated will not be served and/or will be advised that they are no longer to drink alcohol on the premises.



## 15. Implementation

- 15.1 This policy is in effect upon publication. All members, participants, contractors employed by NZWSRA are covered by the policy and are responsible for strictly compliance with the policy

## 16. Recommendation Guidelines

### 16.1 Alcohol and Driving

It is illegal to drive in New Zealand & where the NZWSRA operates its events, with a Blood Alcohol Concentration (BAC) greater than 250mcg (micrograms) of alcohol per litre of breath and drivers under 20yrs must maintain a zero BAC. To stay below 250mcg BAC, drivers are advised by the NZ Land Transport Act 2014 to limit their drinking to:

- **Men:** No more than two standard drinks in the first hour and no more than one standard drink every hour after that.
- **Women:** No more than one standard drink in the first hour and no more than one every hour after that.

### 16.2 Standard Drinking

The use of standard drinks can help people to monitor their alcohol consumption and exercise control over the amount they drink. Different types of alcoholic drinks contain different amounts of pure alcohol. A standard drink is defined as one that contains ten grams of pure alcohol.

One standard drink is approximately equal to:-

- Regular beer (4.0%), 330ml = 1 standard drink
- Table wine (12.5%) glass, 100ml = 1 Standard Drink
- RTD spirits (8%), 335ml bottle = 2.1 Standard Drinks
- Bottle of Wine (13%), 750ml = 7.7 Standard Drinks
- Spirits (47%) 1000mls = 37 Standard Drinks

### 16.3 Low-Risk Drinking

The New Zealand Ministry of Health describes low-risk drinking as:

- No more than three standard drinks per day for men (15 standard drinks per week)
- No more than two standard drinks per day women (10 standard drinks per week)
- At least two alcohol free days a week

This table shows the level of risk associated with various alcohol intakes.

Scale or Risk	Low	Hazardous	Harmful
Female	Up to 2	3-4	Anything over 4

  

Scale or Risk	Low	Hazardous	Harmful
Male	Up to 3	4-5	Anything over 5

