

# contractor compliance with the alcohol & drug policy

## expectations of our contractors

### policies and testing programs

We expect all contractors to meet the same standards for prevention and testing as established within Encana's Alcohol & Drug Policy and practices. In particular, we expect every contractor to establish its own alcohol and drug policy and testing program. Where it is impractical for sole proprietors and other very small contractors to establish their own policies and testing programs, they will be contractually required to comply with the terms of Encana's policy and practices.

Contractors are expected to enforce these requirements among their employees, subcontractors and agents (staff) who conduct Encana business or work on Encana premises. Encana may require contractors to produce proof of their policies and practices, and reserves the right to audit those policies and practices to assess compliance with Encana's requirements.

Failure to have an acceptable policy and practices or failure to take actions in accordance with the applicable policy and practices, may result in termination of the contractor's agreement for services with Encana.

### prevention

Contractors must ensure their staff report and remain fit for work while on Encana business or premises. Fit for work means being able to safely and acceptably perform assigned duties and responsibilities without any limitations due to the consumption of alcohol or use of drugs. When determining an individual's fitness for work, Encana relies on standard testing methods for blood-alcohol content and the presence of specific drugs.

If an individual is asked to perform services or to return to duty while under the influence of alcohol or drugs (including medications that could impact safe operations) it is the responsibility of that individual to inform the company that they cannot accept the assignment.

In addition, contractors must prevent inappropriate use of alcohol and drugs as follows:

### alcohol

contractors must ensure their staff do not:

- use, possess, distribute or sell beverage alcohol at Encana worksites, without company authorization
- report for work with a blood-alcohol content greater than 0.04 percent
- use any product containing alcohol during work hours, meals or breaks, if they are in safety-sensitive positions

## drugs

contractors must ensure their staff do not:

- use or possess any drugs or drug paraphernalia that are illegal to use or possess
- possess prescribed medications without a legally obtained prescription
- use prescribed or over-the-counter medications in an irresponsible manner
- intentionally misuse medications that inhibit or may inhibit their ability to perform a job safely and productively (e.g., taking more than the prescribed dosage of a medication, taking someone else's prescription medication, combining medication and alcohol)

Contractor staff are expected to investigate through a doctor or pharmacist whether a medication may interfere with their ability to work safely (e.g. cause drowsiness). They are also expected to take appropriate steps to minimize associated risks, including immediately notifying their company or an Encana representative of any need for modified work.