

# elitedogservices

**The NZQA Accredited Drug & Alcohol Training Covers the following aspects and more:**

**These Units can form part of the Health And Safety Level Three Qualification.**

**THESE ADDITIONAL UNITS ARE DESIGNED FOR SUPERVISORS AND ABOVE  
FURTHERMORE THE NZITO ARE IN THE PROCESS OF DESIGNING FURTHER  
UNITS IN RELATION TO DRUG TESTING**

## **UNIT 22318**

### ***DESCRIBE AND EXPLAIN EMPLOYER RESPONSIBILITIES REGARDING DRUG AND/OR ALCOHOL USE IN THE WORKPLACE***

1. Drug and/or alcohol related offences that an employee may commit in the workplace are identified and described.
2. The principle defences and possible penalties for drug and/or alcohol related offences committed by an employee
3. The legal obligations of a company and its representatives as they relate to drug and /or alcohol use in the workplace: H & S Act, NZ Bill of Rights, Misuse of Drugs Act, Land Transport Act etc..
4. The impact on a company when an employee fails to meet compliance obligations is described
5. Interaction and legal obligations when dealing with compliance personnel and their powers
6. The Company and Employees duties, rights and obligations when compliance persons investigate breaches of NZ legislation.
7. Course of action

## UNIT 22317

### DEMONSTRATE KNOWLEDGE OF, AND PREPARE PLANS FOR DRUG HAZARD MANAGEMENT IN THE WORKPLACE

1. Company procedures and legislative requirements for drug hazard management in the workplace are described – Introduction
2. The identification and classification of controlled drugs is explained in terms of the Misuse of Drugs Act 1975 - Identifying Hazards
3. Recommended Actions, Course of Action
4. Plans are developed that detail key personnel responsibilities and procedures for manual inspections, drug detector dog inspections and drug testing in accordance with organisational, statutory and legislative requirements
5. Planning a drug Inspection
6. Key Persons Responsibilities
7. Drug Dog & Manual Inspections Reporting (compliance)
8. Examples and Documentation
9. Training in identifying of Drug and Alcohol impaired person and Assessment of Impaired Employee. (Assessment Document)
10. Safe Handling of Exhibits/Drugs/Alcohol
11. Employee Rights When there is a Right to be Interviewed
12. Interviewing protocols and techniques
13. Relevant Documentation
14. Interviewing Techniques
15. A Drug and Alcohol Programme
16. Drug Testing