



DRUGS AND ALCOHOL POLICY 2025

This policy statement is valid until the end of 2025

This Heathrow Express policy statement is written in conjunction with the Health, Safety and Environmental policies of Heathrow Airport Holdings Ltd.

Safety is always the number one priority

Alcohol and drugs impair a person's ability to work safely, and this is an unacceptable risk to the Heathrow Express business. Therefore, to maintain a safe working environment for colleagues and customers, we adopt a zero-tolerance approach to being under the influence of alcohol or drugs whilst in the workplace. This is all part of our personal safety responsibility in ensuring that safety is always our number one priority.

It is a requirement that no colleague or contractor shall:

- Report for duty when unfit due to the use of alcohol and/or drugs
- Be in possession of alcohol and/or drugs of abuse while on duty
- Consume alcohol or any drug of abuse while on duty

A breach of the Drugs and Alcohol Policy will almost always result in disciplinary proceedings and may result in criminal prosecution. A screening program is in place to ensure compliance with this policy.

Heathrow Express will take all reasonable steps to ensure that colleagues and contractors are made aware of the contents of this statement, together with the relevant sections of the Transport and Works Act 1992 and Railway Industry Standards in relation to alcohol and drugs. We shall take appropriate measures to ensure that no colleague or contractor reports for duty while unfit because of alcohol, drugs, or substances of abuse, or uses them while on duty.

As a responsible employer, Heathrow Express has in place procedures to prevent, so far as is reasonably practicable, an offence under the Act and a monitoring process to measure the effectiveness of such procedures.

I understand that the abuse of alcohol or drugs is a very real and present challenge for some people. As a supportive employer Heathrow Express has a rehabilitation program available for any colleague who has, or develops, a problem with alcohol and/or drugs. Should you feel affected by this please speak confidentially to your manager or the Employee Assistance Program at the earliest opportunity. Please note that it is not acceptable to disclose a problem if a screening is impending or because of the results of a screening.

I am fully committed to enforcing the Drugs and Alcohol policy and request that you always comply with its requirements.

Aoife Considine, Business Lead. March 2025