



Adendum to Employment Contract

Right Click Media PTY LTD Drug Policy

Right Click Media is a drug free zone and have a zero-tolerance policy for the use or handling of recreational drugs / narcotics on the premises.

Under no circumstances may any employee make use of drugs during working hours on or off the premises.

Should you arrive on the premises or at a client meeting and it's to be suspected that you are under the influence of drugs / narcotics you may be asked to leave pending disciplinary hearing or face suspension.

Drug use in your personal time and space is your prerogative but should you have a substance abuse problem which becomes to the detriment of your work ethic and work output, Right Click Media management will address the issue accordingly which can result in a disciplinary hearing pending dismissal.

Should you bring drugs / narcotics into the office environment and be caught handling it, you can face suspension or immediate dismissal.

Right Click Media, as the employer, will not be held liable for damage caused to a third party by an intoxicated employee.

You also reserve the right to report drug abuse in the work place and your confidentiality will be kept.

Whilst we are aware that some employees become more creative under the influence of narcotics and use it in their personal time, we advise you to use it consciously.

The above policy is drafted to ensure that employees take responsibility for their actions and ensure their safety.

Date: