



..Spain (6)

<b>Country:</b>	Spain
<b>Name of the project:</b>	Programa preventiu del consum d'alcohol i altres drogues
<b>Name of the company/organisation:</b>	FCC S.A. Fomento de Construcciones y Contratas
<b>kind of company</b>	profit organisation service sector
<b>Company size</b>	Big enterprise (501 and more staff members)
<b>Number of employees</b>	Ca. 1200
<b>Location</b>	Multinational company
<b>Main aims and objectives</b>	decrease of the consumption of alcohol and drugs
<b>main prevention strategy</b>	Behavioural <u>and</u> structural prevention
<b>main target groups of the project</b>	All staff members
<b>initiative started and implemented by</b>	- Management - Trade Union
<b>How does the PPP work: Is it valid in the whole company or only in some locations or specific work areas?</b>	All over the company/ organisation in each country
<b>How was it developed?</b>	It started as a pilot project only in one sector of the company.
<b>Start of the PPP in the company</b>	Between 2000 and 2009
<b>Duration of the PPP applied</b>	Permanent measure/offer
<b>project is funded by</b>	Company
<b>financing for a successful implementation is guaranteed</b>	Long-term (over 2 years or permanent)
<b>Focus of the alcohol policy:</b>	
<b>a) Universal prevention</b>	<ul style="list-style-type: none"> <li>- Complete ban on alcohol in the workplace.</li> <li>- Employees receive training in the early identification of alcohol abuse among colleagues.</li> <li>- Managers are trained to identify alcohol problems at an early stage.</li> <li>- Managers are instructed to take disciplinary measures if an employee was deemed to be under the influence of alcohol during working hours.</li> </ul>

<p><b>b) Selective prevention</b></p>	<ul style="list-style-type: none"> <li>- Linked with <i>specialist alcohol services</i> where employees with alcohol problems could be referred</li> <li>- Support and care: company has <i>own medical staff</i> to take care of employees experiencing alcohol-related problems</li> <li>- Support and care: employees could be referred to <i>external services</i> if required</li> </ul>
<p><b>cooperation with other companies, organisations, counsellors in the context of the PPP</b></p>	<p>Yes.</p> <ul style="list-style-type: none"> <li>- Labour office</li> <li>- Health department</li> <li>- Police</li> <li>- addiction specialist</li> </ul>
<p><b>General tools being used</b></p>	<ul style="list-style-type: none"> <li>- Alcohol policy implementation generally includes the broad dissemination of written information, training or discussion groups for employees and staff, and extra training for managers.</li> <li>- Measures developed were applicable to all company employees.</li> </ul>
<p><b>a) Management tools</b></p>	<ul style="list-style-type: none"> <li>- Alcohol awareness training for the staff takes place.</li> <li>- Management/supervisors received alcohol policy training prior to the dissemination of information packages among employees (Guidance how to implement the policy)</li> </ul>
<p><b>b) Dissemination of the Alcohol policy developed:</b></p>	<ul style="list-style-type: none"> <li>- Policy contains written material on the implementation and content.</li> <li>- Information disseminated in the workplace by posters and by <i>brochures</i>.</li> <li>- Information packages distributed to all employees: alcohol information package and a copy of the formalised alcohol policy, including details of how and why it was set up has been adapted</li> </ul>
<p><b>c) Participation of the employees:</b></p>	<ul style="list-style-type: none"> <li>- Employees were involved in training/discussion about alcohol use (in the workplace)</li> <li>- Small group discussions</li> <li>- Workshop for employees and managers introducing guidelines for the handling of ‘at risk’ employees is arranged.</li> <li>- Discussions involving representatives of several departments (e.g. personnel, medical services)</li> </ul>

<p><b>trigger for the decision to develop and to implement a workplace alcohol policy</b></p>	<ul style="list-style-type: none"> <li>- Concern about public image</li> <li>- High proportion of the workforce belonged to a high-risk group for alcohol misuse (e.g. hospitality sector, train drivers ...)</li> <li>- Policy is an important part of the workplace health promotion program</li> </ul>
<p><b>main aims of a workplace alcohol policy</b></p>	<ul style="list-style-type: none"> <li>- Prevent alcohol problems causing productivity loss and absenteeism</li> <li>- Educate employees about the risks of alcohol use in the workplace</li> <li>- Improvement of the company image</li> <li>- Improvement of the health of employees</li> <li>- Improvement of company safety</li> </ul>
<p><b>the PPP has been documented (not generally applicable to laws) by</b></p>	<p>Personnel manager</p>
<p><b>evaluation</b></p>	<p>Yes, evaluation is planned.</p>
<p><b>responsible for the evaluation</b></p>	<p>committee assessor</p>
<p><b>Kind of evaluation</b></p>	<ul style="list-style-type: none"> <li>- Company has conducted a thorough effect evaluation of the alcohol policy, including objective measurements like alcohol use, absenteeism or work performance both before and after the implementation of the alcohol policy</li> <li>- Company is gathering on the dissemination and using of information packages</li> <li>- Company undertakes an annual review (by questionnaire) to establish staff familiarity with alcohol policy</li> <li>- Supervisors will be asked to fill in an evaluation form after completing their training (about the contents of the course, the applicability of the contents, the teacher and the materials used)</li> <li>- Anonymous questionnaires containing questions on problem awareness among the staff, alcohol consumption at seminars, parties, and the image of alcohol within the company will be distributed</li> </ul>
<p><b>main results of the PPP evaluated</b></p>	<p>-</p>
<p><b>evidence effect by the PPP for a <i>positive cost-benefit calculation for the company</i></b></p>	<p>Yes, productivity loss and absenteeism</p>

<p><b>pre-conditions for success for the PPP/ main lessons to be learnt from it</b></p>	<ul style="list-style-type: none"> <li>- lack of enforcement of the internal regulation</li> <li>- high problem incidence</li> <li>- high motivation of human resources people and health professionals.</li> </ul>
<p><b>sense to transfer the PPP to other companies <i>and/or</i> in other countries</b></p>	<p>Yes, better information and training of workers</p>
<p><b>documents, reports, websites e.g. publicly available of this policy (in national language or in English) or a legal law, official guidelines by government etc.</b></p>	<p>Yes,</p> <ol style="list-style-type: none"> <li>1. PROGRAMA PREVENTIU DEL CONSUM D'ALCOHOL I ALTRES DROGUES</li> <li>2. PROGRAMA PREVENTIU DEL CONSUM D'ALCOHOL I ALTRES DROGUES EN EL TREBALL (12/2008)</li> </ol>
<p><b>Organisation:</b></p>	<p>FCC. S.A. Fomento de Construcciones y Contratas</p>
<p><b>Contact person:</b></p>	<p>Anna Puigdomenech Romero</p>
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<p><b>Organisational website:</b></p>	<p><a href="http://www.fcc.es/fcc/corp/index_i.htm">http://www.fcc.es/fcc/corp/index_i.htm</a></p>

#### Annex: PROGRAMA PREVENTIU DEL CONSUM D'ALCOHOL I ALTRES DROGUES (2008)

##### **PROGRAMA PREVENTIU DEL CONSUM D'ALCOHOL I ALTRES DROGUES**

##### **“A la feina drogues i alcohol 0,0”**

###### LA MARIA COM A MOLT, PER ESMORZAR

PER QUÈ?? Com a empresa responsable amb el seu personal, i entenent la problemàtica de la societat actual del consum d'alcohol i altres drogues com un problema també de l'empresa, sorgeix la necessitat de fer un programa preventiu, sent la nostra obligació vetllar per la seguretat i la salut del nostre personal. Aquest programa neix del compromís adquirit entre la representació dels treballadors/res i l'empresa.

###### LES CANYES COM A MOLT, PER BEURE SUC

A QUI VA DIRIGIT?? Aquest pla serà d'aplicació a la delegació de Tarragona-Lleida de FCC,SA, realitzant-se inicialment la seva implantació en la contracta del servei de Neteja i Recollida de la ciutat de Reus, essent d'aplicació per a tots els treballadors/res, en totes les seves categories professionals, ja que la seguretat no entén de categories.

###### LES PASTILLES COM A MOLT, PER LA TOS

COM?? S'ha elaborat un PLA D'ACTUACIÓ en tres etapes: Campanya de Sensibilització: Dirigida a un públic molt concret, els treballadors/res d'una empresa de serveis públics de neteja i recollida. Es creen uns cartells, amb els que es vol fer arribar un missatge de forma visual relacionats amb el consum d'alcohol i altres drogues.

###### LES COPES COM A MOLT, LA D'EUROPA

Campanya de detecció i control: En aquesta etapa s'aplicaran mesures per identificar aquell personal que pugui tenir un problema derivat del alcohol i/o altres drogues.

###### A LA FEINA... LA XOCOLATA COM A MOLT, AMB XURROS

Campanya d'intervenció: Un cop detectat un problema d'abús de alcohol i/o altres drogues en un treballador/a de l'empresa, ja sigui dins o fora de la jornada laboral, s'activaran els recursos sanitaris, laborals i socials per poder ajudar-lo/a.

###### LA COCA COM A MOLT, DE CIRERES

Es crea un reglament intern d'acord amb la filosofia del programa de voler ajudar, per això s'ha adequat l'anterior règim sancionador a aquesta problemàtica.

###### LA BARREJA COM A MOLT, AMB GANXITOS

###### COL.LABOREN:

- Departament de Treball, serveis territorials
- Subdirecció General de Drogodependències del Departament de Salut de la Generalitat de Catalunya
- Centre d'Atenció i Seguiment de les Drogodependències de Reus i Tarragona