

HUM-001-012

No Smoking Policy

Date of Approval by Council: 01/26/88; 09/15/98
10/01/02; 10/21/2008

Resolution No: 73/88; 567/98
760/2002; 562/2008

Lead Role: Chief Commissioner

Replaces: 30-00-021

Last Review Date: October 21, 2008

Next Review Date: 10/2011

Administrative Responsibility: Human Resources

Special Notes: Cross-reference: Smoke-free Places (Tobacco Reduction) Amendment Act 2007, RSA 2000, c. T-3.8

Policy Statement

In order to provide a healthy work environment, smoking is prohibited in all County owned, rented, leased or operated buildings and motor vehicles effective March 21, 2003.

Guidelines

1. Appropriate signs shall be posted in County owned, rented, leased or operated buildings (hereinafter referred to as County buildings) and motor vehicles. Signs shall conform to the specifications established by the Smoke-free Places (Tobacco Reduction) Amendment Act 2007, RSA 2000, c. T-3.8.
2. Smoking is not allowed within five metres of a doorway, window or air intake of a public place or workplace.
3. The County will provide appropriate support services through its Employee and Family Assistance and Employment Benefits Programs to employees with an interest in smoking cessation programs.
4. This policy shall be distributed to all County employees and shall be posted and displayed in prominent workplace locations accessible to employees.
5. The Classified Staff Suspension, Termination, Demotion, Reassignment Policy, may be applied to employees who refuse to abide by this Policy.