

Non-Smoking and Non-Vaping Policy

Large Manufacturing Company

Resource development supported by:



Somerset
Council



CONTENTS

1. Introduction
2. Status of the Policy
3. Legalisation
4. Policy statement
5. Electronic Cigarettes – vaping
6. Support available.

Resource development supported by:



Somerset
Council



1. INTRODUCTION

Exposure to second-hand smoke increases the risk of lung cancer, heart disease, and other serious illnesses. *Business Name* is committed to protecting all employees, agency workers, contractors, and visitors from exposure to second-hand smoke.

The British Medical Association has said that more research is needed to establish the safety of electronic cigarettes. For this reason, the Company feels it is prudent to protect all employees, agency workers, contractors, and visitors from potential risks associated with vapours produced by these devices.

2. STATUS OF THIS POLICY

This policy is in force from *Date* and applies to all employees, agency workers, contractors, and visitors to the Company.

This policy has been agreed and implemented following consultation with the GMB and Works Council.

The policy does not give contractual rights to any employee and does not form part of any employee's terms and conditions of employment. The Company may vary this policy as appropriate in any case.

From time to time, it may be necessary to amend or alter this document, and this will only be done in consultation with employee representatives.

3. POLICY COVERAGE

This policy applies to all employees, agency workers, contractors, and visitors to all the Company's premises and in company vehicles. This policy applies to anything that can be smoked; including cigarettes, pipes (including water pipes such as shisha and hookah pipes), cigars and herbal cigarettes, and it also applies to electronic cigarettes (also known as e-cigarettes).

Resource development supported by:



Somerset
Council



4. LEGISLATION

The Health Act 2006 was implemented in England on 1st July 2007. It is now a criminal offence to smoke in virtually all enclosed public places, workplaces and in public and company vehicles.

Managers of smoke-free premises and vehicles have legal responsibilities to prevent smoking and to ensure that 'no smoking' signs are displayed as required by law.

5. POLICY STATEMENT

It is the policy of *Business Name* that all of our workplace buildings are smoke-free, and every employee has the right to work in a smoke-free environment.

Smoking is prohibited in all enclosed and substantially enclosed premises in the workplace, including all company vehicles or lease vehicles at any time. It is also prohibited in private vehicles whilst parked on the Company's property. You must not smoke whilst walking between buildings (both on and offsite) during working hours, except for unpaid breaks where you are entitled to leave the premises including the grounds. The same prohibition applies to vaping (the use of electronic cigarettes).

Appropriate 'no smoking' signs are clearly displayed at the entrances to and within the premises, and in all company vehicles, making everybody who uses them aware that they are legally required to be smoke-free.

It is the responsibility of Supervisors and Line Managers to ensure the implementation of the policy and its continuing effectiveness.

However, all employees, agency workers, contractors, and visitors are obliged to adhere to and support this policy.

In the event that someone does smoke in a smoke-free environment, the following procedure will be followed:

- Your attention will be drawn to the no-smoking signs, and you will be requested to stop smoking.
- It will be pointed out that you are committing a criminal offence by smoking in smoke-free premises or in a company vehicle.
- You may face action under the Company Disciplinary procedure.

Resource development supported by:



Somerset
Council



6. ELECTRONIC CIGARETTES - VAPING

Although the Health Act 2006 does not currently cover vaping, if you are found to be using an electronic cigarette in a company building or a company vehicle:

- You will be informed that vaping is prohibited by this policy and will be requested to stop using your electronic cigarette.
- Disciplinary procedures will be followed for those who do not comply with this policy.

Resource development supported by:



Somerset
Council



7. SUPPORT AVAILABLE

The Company recognises that many smokers want to quit smoking, and that employees may use the policy to enhance their motivation to stop.

Somerset Council Offers a support service:

www.smokefreesomerset.org.uk Helpline: [01823 356222](tel:01823356222)

The NHS offers a range of free services to help people to stop smoking, which include:

Call the free “Smokefree” National Helpline on [0300 123 1044](tel:03001231044)

Or visit www.nhs.uk/smokefree

Other support websites are available such as:

www.givingupsmoking.co.uk

www.cancerresearchuk.org/about-cancer/causes-of-cancer/smoking-and-cancer/how-to-stop-smoking

Equally, it is recognised that many smokers do not wish to stop, and they must be helped to cope with the restrictions imposed by this policy. The company has designated an area adjacent to the security gatehouse, a smoking area, which allows people to smoke on site.

Resource development supported by:



Somerset
Council

