



Policy Title:	Tobacco, Combustible Materials & Vapour Products Prohibition Policy	Policy #:	HR 2020-04 GOV 2020-01
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Section:	HUMAN RESOURCES
Sub-section	GOV
Initially Approved:	<u>2008-04-07</u>
Last Reviewed:	<u>2012-04-04</u>
Council Approval:	<u>2020-02-10</u>
Next Review Scheduled:	<u>2021-01</u>

PURPOSE:

This policy is to provide for tobacco, combustible material and vapour product free public buildings, Village of Warfield workplaces, and Village owned vehicles and equipment.

POLICY GOAL:

The goal of this policy is to provide tobacco, combustible material and vapour product free buildings and equipment for the benefit of Village of Warfield staff and residents/visitors in the interest of public health and in compliance with legislation.

SCOPE:

This policy applies to Council and employees of the Village of Warfield and for all persons using or visiting Village buildings.

POLICY REQUIREMENTS

1. Smoking of tobacco or any combustible material, or the use of vapour products, including e-cigarettes, in any Village owned building is prohibited.
2. Smoking of tobacco or any combustible material, or the use of vapour products, including e-cigarettes, in any Village owned vehicle or equipment is prohibited.
3. Smoking of tobacco or any combustible material, or the use of vapour products, including e-cigarettes, in any Village workplace is prohibited except for those designated smoking areas as posted at the workplace site.
4. The buffer zone around all doorways, open windows and air intakes of any Village building, workplace, vehicles and equipment is 6 metres.
5. Failure to comply with this policy will result in the employee being disciplined. The discipline will progress based on the number of non-compliances.
6. Failure to comply with this policy by members of the public and patrons using Village facilities may result in withdrawal of usage privileges. Withdrawal of any such privileges may be appealed to Council.

Related Policies, Bylaws or Legislation:

Tobacco & Vapour Products Control Act, [RSBC 1996] C. 451 and associated Regulations and amendments thereto.