



College Policy & Procedures Manual	
Category	Facilities
Policy #	5.2.4 Tobacco/Smoke Free Environment

5.2.4 Tobacco / Smoke Free Environment

POLICY

The College of the Rockies and the College community shall endeavor to maintain a clean, healthy and aesthetically pleasing working and learning environment.

PURPOSE

Health Canada has determined that exposure to tobacco products and smoke is harmful to your health. The College of the Rockies shall implement methods of controlling exposure to environmental tobacco products smoke and 'effluent' and shall restrict smoking/use of tobacco products to areas that are away from general public areas and entrance ways.

SCOPE

Smoking and/or the use of smokeless tobacco and/or electronic cigarettes, electronic pipes, electronic cigars, electronic hookah, hookah pens and similar devices is prohibited in all College facilities and vehicles.

Reminder: this includes all regional campus facilities and vehicles and all facilities/vehicles that are owned, rented or leased by and/or under the control of the College. A vehicle rented for an individual's use while on College business may be excluded.

Where a College property is co-located on a School District property smoking will not be permitted on the entire property, whether the property is owned by the College or the School District.

Smoking and/or the use of smokeless tobacco and/or electronic cigarettes shall be prohibited within 10 meters (approx. 32.8 feet surrounding College buildings (owned/rented/leased), with the exception of those areas posted as 'designated smoking areas.

GUIDELINES

Designated Smoking Areas and/or Kiosks

The College shall establish designated smoking areas as a means to control a serious health hazard for building occupants by removing the hazard from close proximity to the building.

The Facilities Department shall:

- a. Post designated smoking areas and/or kiosks with 'Smoking Area' signs; and
- b. Post highly visible signs to announce that other areas surround College buildings are designated 'no smoking'.

Complaints

It is expected that the risk of violations will be remedied through education and reminders.

Where necessary, personal complaints may be filed with the Health & Safety Committee. In order to preserve the integrity of the process and eliminate complaints of a vexatious nature, **all complaints must be in writing and must be signed**. Anonymity of the complainant will be maintained.

Tobacco Companies

The College shall not sell products, invest in or accept donations from the tobacco industry or any organization known to be directly funded by the tobacco industry.

The College, students, faculty and staff will not accept funding from tobacco companies in the form of:

- Event promotions
- Posters or other signage
- Any advertising or events promoting tobacco companies, brands or a tobacco related lifestyle, including in campus media.

Authority/Legislation

- a. WCB Occupational Health and Safety Regulation 4.81 and Guidelines G4.81 revised May 12, 2009
- b. Province of British Columbia January 1, 1991 banned smoking from the interior of all government buildings.
- c. Province of British Columbia *Bill C10 – 2007 Tobacco Sales (Banning Tobacco and Smoking in Public Places and Schools) Amendment Act, 2007*

The Manager of Facilities may post 'smoke free' areas or 'designated smoking areas/kiosks' as required.