

WORKPLACE SMOKING AND VAPING

1. Purpose

The purpose of this policy is to:

- a) Demonstrate the City's commitment to providing and maintaining a smoke free work environment for its employees, contractors and visitors, and to comply with legislative requirements; and
- b) Prevent health risks and hazards to life and properties arising from second-hand smoke and smoking in the workplace.

2. Policy

The City of Dawson Creek is committed to providing and maintaining a safe, healthy, respectful and productive work environment for all employees, contractors and visitors.

- a) The following uses are prohibited:
 - i. Any form of use of tobacco, vaping and cannabis products, smoking, carrying or possessing a lit cigarette, cigar, pipe, etc., or use of an electronic smoking product or similar devices inside the workplace at all times including inside City buildings, facilities, City vehicles, and equipment; and
 - ii. Use of tobacco, vaping and cannabis products, smoking, carrying or possessing a lit cigarette, cigar, pipe, etc., or use of an electronic smoking product or similar devices within the posted distance, (or within the 7.5 meters buffer zone) of any entrance or exit of a City building or facility.

3. Scope

This policy applies to all City of Dawson Creek employees, contractors and consultants who perform work or provide services to or on behalf of the City, and includes work or services performed at all City buildings or affiliated work places, and vehicles owned or leased by the City, except where the City has created a designated smoking area, employees, contractors, consultants and visitors are permitted to smoke or vape tobacco products.

4. Consequences of Non-Compliance

- a) Employees who violate this policy may be subject to disciplinary action up to and including termination of employment;
- b) Contractors and consultants who violate this policy may be subject to consequences up to and including termination of their services or contract; and
- c) Violations of this policy will be investigated by management to determine the most suitable course of action. Supervisors are required to take action to address issues of non-compliance with this policy.

Smoking and Smoke Free Space

Policy:

REAFFIRMED BY COUNCIL:

DATE: September 14, 2015

NOTE: Renamed To

Workplace Smoking and Vaping

Policy:

AMENDED BY COUNCIL:

DATE: October 5, 2020