



7.8 Smoking Policy

Approving Authority:	Board/Senate/President
Original Approval Date:	July 2002
Most Recent Review/Revision:	July 2009
Office of Accountability:	Vice President: Finance & Administration
Administrative Responsibility:	Environmental/Occupational Health & Safety Office

PURPOSE

Tobacco smoking is the leading cause of premature death and disability in Canada. There is also medical evidence which indicates that exposure to second-hand smoke is hazardous to health and can cause disease in healthy non-smokers. The university is committed to providing a safe and healthy environment for its employees and students and promotes compliance with provincial and municipal regulations.

The university's rationale for restricting exposure to second-hand tobacco smoke is best expressed in a 1986 report of the U.S. Surgeon General entitled "The Health Consequences of Involuntary Smoking". The report concludes firmly that:

1. Involuntary smoking is a cause of disease, including lung cancer, in healthy non-smokers.
2. The simple separation of smokers and non-smokers within the same air space may reduce, but does not eliminate the exposure of non-smokers to environmental tobacco smoke.

SCOPE

Smoking is prohibited in all university buildings owned or operated, leased or rented.

POLICY

Tobacco Products Sales

The selling of tobacco products on campus is prohibited.

Smoking Restrictions

Smoking is prohibited inside all buildings. It is also prohibited within 10 meters of any building, due to the fact that smoke is drawn into buildings through windows and/or doors.

Enforcement

This policy applies to all within the university community including employees, students and visitors. The following enforcement procedures are in effect for this policy:

1. All those who have supervisory/managerial responsibility are responsible for the enforcement of this policy. Those employees who violate this policy are subject to disciplinary measures as stipulated in this policy.
2. A verbal warning shall first be issued by the supervisor/manager and the date and time of the verbal warning will be documented.
3. Any subsequent violation within 1 year shall result in a written warning by the supervisor/manager.
4. When there is another violation within 6 months of receiving a written warning, the employee will be charged a fine up to \$500. The supervisor or other persons in authority at the university may request the assistance of the Special Constable Service Office.

5. Contractors and other visitors must abide by this policy. If any person in authority finds a visitor who is not complying with the policy, the person in authority shall request that the visitor comply with the policy. If the visitor does not immediately comply, Special Constable Services may be contacted.

6. Enforcement for student infractions of this policy will be dealt with through the Judicial Affairs Council.

Signage

Appropriate signage will be placed at all entrances to buildings and at other locations as may be necessary. The Department of Physical Resources will arrange for all signage.

Public Events

Organizers and attendees at public events using WLU facilities, such as conferences, meetings, social events etc, will be required to abide by the WLU Smoking Policy.

Aboriginal Use of Traditional Medicines

Use of tobacco and other traditional aboriginal medicines are allowed under certain circumstances, as described in WLU's policy "Aboriginal Use of Traditional Medicines".

Publication

Policy changes will be announced on the web page and posted on health and safety bulletin boards. The general policy will be inserted in the university's health and safety manual. All prospective faculty and staff members shall be made aware of the WLU Smoking Policy during orientation and including the recruitment process.

Smoking Cessation Programs

- Health Services and Human Resources are committed to providing resources for students, faculty and staff to support their efforts in smoking cessation.

- There are a number of strategies available to our student population, such as:
 1. Medical support through physician consultation
 2. Proven pharmaceuticals aids
 3. Professional counseling

For additional information, please contact the Health Services at ext. 3146.

Human Resources can be contacted for smoking cessation programs relating to both faculty and staff.

RELEVANT LEGISLATION

- Smoking in the Workplace Act, R.S.O. 1990
- Ontario Tobacco Control Act, 1994; O. Reg. 612/94
- Ontario Fire Code, O. Reg. 388/97, Section 2.4.3
- Waterloo Smoking By-Law No. 96-055
- Smoke-Free Ontario Act, 2006

RELATED POLICIES, PROCEDURES, & DOCUMENTS

- The Health Consequences of Smoking: Cancer and Chronic Lung Disease in the Workplace, a report of the Surgeon General, U.S. Department of Health and Human Services, 1985.

- The Health Consequences of Involuntary Smoking, a report of the Surgeon General, U.S. Department of Health and Human Services, 1986.
- Reducing the Health Consequences of Smoking, 25 Years of Progress, a report of the Surgeon General, U.S. Department of Health and Human Services, 1989.
- "Tobacco Smoke in the Workplace: an occupational health hazard," Neil E. Collishaw, John Kirbride, Donald T. Wigle, Canadian Medical Association Journal, Vol. 131, November 15, 1984, p.1199.
- Smoking and Health in Ontario: A Need for Balance, Report of the Task Force on Smoking Submitted to the Ontario Council of Health, May 1982.