



SMOKING IN THE WORKPLACE POLICY WHS079

1. INTRODUCTION

Charles Sturt Campus Services Limited has developed the following policy to create a safe and healthy workplace for workers, and others. This policy outlines the responsibilities of employees and smoking in the workplace. Through consultation workers are able to contribute to health and safety issues that may affect them and their welfare. This consultation process allows us to become more aware of hazards and Work Health and Safety (WHS) issues experienced by workers, and involve them in addressing potential problems before they escalate and affect our business.

2. SCOPE

This policy applies across the organisation of Charles Sturt Campus Services Limited and all workplaces under our control.

3. PURPOSE

As your employer, the Company is committed to providing safe working conditions and systems at work.

Strong scientific evidence suggests that smoking and passive smoking is hazardous to health.

It is important that health and safety is the concern of both employees and the employer.

To minimise risk to health and safety CSCS will advise employees of a designated smoking area in the most practical location/s.

4. PROCEDURE

Under this policy, employees and contractors engaged by CSCS, choosing to smoke will only be permitted to smoke in designated areas and in their allocated break times. Designated areas will align with the policies of the company's clients and is subject to change therein.

Designated areas and allocated breaks are campus specific (Refer to CSCS Supervisor for appropriate clarification).

Employee adherence to this policy is a condition of employment, any breach of the policy will lead to normal disciplinary procedures.

It should be noted that employees who fail to look after the health and safety of other people by not complying with the policy can be personally liable for substantial fines under the NSW Work Health and Safety Act 2011.

Assistance to employees

Each employee is responsible for ensuring that they develop and practice their own health and safety. CSCS will endeavour to support employees who may require assistance and advice to quit smoking.

For your reference Information is available from the following organisations:

- Cancer Council New South Wales PH: 0293341900
- The Quitline PH: 137848
- Your Local Chemist



5. SIGN OFF

Company Representative:

Signed:  **Date:** 15-02-21

Name: Martin Dooner **Position:** General Manager