

Policy Redesign Project

All policies and procedures are being reviewed as part of this project. This document is pending review, but remains in effect until the review is carried out.

Smoke-Free Workplace Policy

Establishment:	Vice-Chancellor, January 1992
Last Amended:	A/Senior Vice-President, 22 December 2015
Nature of Amendment:	The revised policy provides for a smoke-free University, with some smoking zones at the Bedford Park campus.
Date Last Reviewed:	22 December 2015
Responsible Officer:	Director, Human Resources

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1. Policy

The University is committed to providing a smoke-free environment for all workers, students, visitors, and tenants through a transitional approach.

From 1 February 2016, all University premises and sites, including all buildings, structures, car parks, outdoor areas and vehicles will be a smoke-free, fresh air zone, except for a select number of specifically designated outdoor smoking areas.

Designated outdoor smoking areas must be approved by the Senior Vice-President. Such areas will be clearly marked and the locations shown on the University WHS web site.

Sale and promotion of tobacco and tobacco related products are not permitted on University premises.

2. Scope

This policy applies to:

- all staff, students, visitors, volunteers, contractors and tenants at all University sites; and
- all activities that burn tobacco and tobacco related products, herbs or drugs, including cigarettes, cigars, pipes, water pipes and electronic cigarettes.

Where the University is a tenant, or occupies space, in a building or site owned or controlled by another organisation, staff, students, visitors, volunteers and contractors must also comply with the requirements of the site owner or controller.

3. Breaches of Policy

While the emphasis will generally be on informal resolution, and respectful communication of this policy, smokers should be aware that a breach of this Policy also breaches work health and safety legislation and tobacco control legislation as listed below.

Any repeated breaches may be dealt with under the appropriate disciplinary procedures relevant for staff and students.

Any issue involving smoking should be reported to the supervisor/manager of the area as per the University's hazard reporting guidelines.

4. Support and Assistance

The University supports staff and students who want to stop smoking. Further information is available from the WHS web site or Quit SA. Staff can access counselling service through the Employee Assistance Program (EAP) and students can seek support through Health and Counselling.

5. Legal and Policy Framework

South Australia

[Work Health and Safety Act 2012](#)

[Work Health and Safety Regulations 2012](#)

[Tobacco Products Regulation Act 1997](#)

[Tobacco Products Regulations 2004](#)

[Variation in Tobacco Products \(Smoking Bans in Public Areas – Longer Term\) Regulation 2012](#)

Northern Territory

[Work Health and Safety \(National Uniform Legislation\) Act 2011](#)

[Work Health and Safety \(National Uniform Legislation\) Regulations](#)

[Tobacco Control Act](#)

[Tobacco Control Regulations](#)

Victoria

[Occupational Health and Safety Act 2004](#)

[Tobacco Act 1987](#)

Flinders University [Work Health and Safety Policy \(PDF\)](#) which applies at all University premises regardless of location.

6. Review

The policy will be reviewed regularly in the light of legislative and organisational changes, and in any case, at least every 4 years to ensure it remains effective, relevant and appropriate to the University, and reflects current legislative requirements.