

<b>Policy Number:</b>	<b>20.10</b>
<b>Name:</b>	<b>Smoke-Free Campus Policy</b>
<b>Responsibility:</b>	<b>Vice-President (Administration)</b>
<b>Approved:</b>	<b>March 25, 1998</b>
<b>Approval Process:</b>	<b>Vice-President (Administration)</b>
<b>Revision Date(s):</b>	<b>May 2010</b>

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## **Purpose**

The University of Regina is committed to providing a safe and healthy environment for all members of the University community. This policy will support that commitment through provision of a smoke-free environment and will comply with the requirements under the *Provincial Tobacco Control Act, 2004* and *the Occupational Health and Safety Regulations, 1996*. The policy applies to all employees, students, contractors, subcontractors, suppliers and others providing a service for the University of Regina.

## **Policy**

Smoking is prohibited in all University buildings owned or leased, University vehicles owned or leased, outdoor University areas used for sports, meetings or other gatherings. Smoking is prohibited within 6 meters of all ventilation intakes, doors and windows.

Designated areas have been identified for smoking on-campus. Receptacles will be provided outdoors in the designated areas that will limit the drifting of second hand smoke into buildings, walkways and entrances.

Advertising of tobacco products within the University of Regina is prohibited.

## **Exception**

Where tobacco products are burned as part of religious and spiritual ceremonies, or related to research, an exception to this policy must be requested to the Vice-President (Administration). The Vice-President (Administration) will review and approve these exceptions based on information provided.

## Definitions

*Smoke* means to smoke, hold or otherwise have control over an ignited tobacco product.

*Tobacco product* means a product that is manufactured from tobacco and intended to be used for the purpose of smoking.

## Responsibilities

Smokers must:

- smoke only in designated smoking areas
- prevent fire hazards by using receptacles provided
- ensure their smoke does not enter buildings or other seated public areas

Deans and Directors must:

- ensure this policy is communicated
- require compliance of the policy and procedures

## Consequences

All employees, students, visitors and others are encouraged to notify smokers that the University is a smoke-free campus with designated smoking areas. Failure to comply with the policy will be reported:

a) Employees:

- to Immediate Supervisor, or
- to Health, Safety and Environment, or
- to Campus Security

b) Students:

- to Dean or Director of the specific area, or
- to Health, Safety and Environment, or
- to Campus Security

c) Visitors and other:

- to Campus Security

d) Residence:

- to Residence Life Coordinator

## Smoke-Free Campus Guidelines

1. **Signage:** Appropriate signage announcing this policy will be placed at the entrances to buildings and at other locations as deemed necessary. Facilities Management will arrange for such signage.
2. **Designated Smoking Areas (DSAs):** Facilities Management and Student Affairs will be consulted regarding appropriate DSAs. The DSAs will be clearly marked with appropriate signage and provide suitable protection from the elements and will be supplied with seating and suitable disposal receptacles.
3. **Communications:** Policy changes will be announced to the University community through a comprehensive communication strategy. The general policy statement will be included in the University Calendar and will be posted on the University website. All prospective students and staff members shall be made aware of the Smoke-Free Campus Policy during the recruitment and orientation process. The University of Regina Student's Union will communicate the Policy to students via orientation programs, twitter, website postings and televised communication throughout the University.
4. **Public Events:** Organizers and attendees at public events using the University facilities, such as conferences, meetings, public lectures, sporting activities and social events will comply with the Smoke-Free Campus Policy. Organizers of such events are responsible for communicating this policy to attendees and for enforcing the policy.
5. **Smoking Cessation Programs:** Human Resources will provide smoking cessation programs at no charge for the University community, including faculty, staff and students. The Pension and Benefits Unit of Human Resources will confirm benefit coverage for smoking cessation aids.

## Links

*The Tobacco Control Act*

<http://www.qp.gov.sk.ca/documents/english/Statutes/Statutes/t14-1.pdf>

*Canadian Tobacco Control Regulations*

[http://www.cctc.ca/cctc/EN/lawandtobacco/byregion/sk/tobacco\\_control\\_regulations](http://www.cctc.ca/cctc/EN/lawandtobacco/byregion/sk/tobacco_control_regulations)

*The Occupational Health and Safety Regulations*

<http://www.qp.gov.sk.ca/documents/English/Regulations/Regulations/O1-1R1.pdf>