



<b>Type:</b>	<a href="#">C – Institutional</a>	<b>Last Approved:</b> Nov., 27, 1991
<b>Executive Responsibility:</b>	Vice-President Administration & Finance	<b>Next Review:</b>
<b>Administrative Responsibility:</b>	Executive Director, Infrastructure/ Ancillary Services	<b>Procedure:</b> <a href="#">44.01.001</a>

STATEMENT:

Vancouver Island University (VIU) promotes a healthy and safe university environment. This policy regulates tobacco products use on all Vancouver Island University properties in order to protect health, increase productivity, reduce maintenance costs and the risk of fire and accidents, and to comply with regulations issued by Ministry of Health Services – Tobacco Control Act, WorkSafe BC (formerly BC WCB) Act and other related authorities. Use of tobacco products is prohibited inside all University buildings and vehicles. “No tobacco” signs will be posted where appropriate as determined by the Executive Director, Infrastructure/Ancillary Services, and Regional Campus Principal for Regional Campuses to communicate this policy on the doors of all buildings and inside all vehicles. Tobacco product use outside, on University property, is permitted only in designated marked areas.

See Procedure 44.01.001 for criteria and procedures on designating exterior tobacco areas.

end of document

~~This policy regulates smoking on University property in order to protect health, increase productivity, reduce maintenance costs and the risk of fire and accidents, and comply with regulations issued by the WorkSafeBC and other such authorities.~~

~~1. General Regulations~~

~~1.1 Inside areas. Smoking is completely prohibited inside all University buildings and vehicles. “No smoking” signs will be posted on the doors of all building and inside all vehicles.~~

~~1.2 Outside areas. Smoking outside on University property is permitted except in locations that are specifically designated as “non-smoking” e.g., near hazardous~~

storage, ventilation intakes, and certain entrances. Usually, these locations will be specific building entrances, in which case the signage will say "Non-smoking entrance. No smoking within 5 meters." The no-smoking distance may vary, subject to specific legislated requirements. Locations may be further marked to indicate clearly the boundary of the no-smoking area.

## 2. ~~Criteria and Procedure for Designating Exterior Non-Smoking Areas~~

- 2.1 ~~Authority. Authority to recommend specific exterior locations as non-smoking areas rests with the Joint Occupational Health and Safety (JOHS) Committee, with approval by the Executive (or the Regional Campus Principal in the case of regional campuses).~~
- 2.2 ~~Criteria. Any decision to designate an exterior area as non-smoking is an attempt to find a reasonable and equitable balance between the interests and desires of smokers and non-smokers, with the understanding that it reasonable to allow smokers some conveniently located and protected outside areas in which to smoke. The general rule is to allow smoking outside, and the case must be made to prohibit it in particular locations. Relevant considerations in such a case include:~~
- ~~the extent of inconvenience or hazard experienced by non-smokers, which would be related to such things as the amount of smoke typically generated in an area, the volume and frequency of traffic by non-smokers, and the availability of reasonably convenient alternate routes or other ways to avoid the smoke; the inconvenience of smokers, which is primarily a function of the availability of other reasonably convenient smoking locations.~~
- 2.3 ~~Procedure. Initial assessment of all requests to designate a particular exterior location as non-smoking will be undertaken by a subcommittee of the Joint Occupational Health and Safety Committee consisting of the Administrative Coordinator, Environmental Health and Safety (or someone else in a similar institutional position) and two others (one smoker and one non-smoker) selected by the JOHS Committee. Before making a recommendation, the subcommittee will consult with the administrator or administrators who have primary responsibility for people using a particular location. The JOHS Committee will review the recommendation of the subcommittee and make a decision. All recommendations to designate additional non-smoking areas will be forwarded to the Management Committee and Executive for review and approval (or to similar processes on regional campuses).~~

## 3. ~~Implementation and Penalties~~

- 3.1 ~~Signage. The Executive Director, Infrastructure/Ancillary Services (or the equivalent position on regional campuses) is responsible for posting no-smoking signs and for seeing that ashtrays are moved outside areas designated as non-smoking.~~

- ~~3.2 Responsibility for compliance. The Executive, through the appropriate Dean, Director, or Regional Campus Principal, is responsible for orienting employees, students, and others to non-smoking locations and regulations, encouraging compliance with this policy, and disciplining those who repeatedly violate the policy.~~
- ~~3.3 Penalties. Applicable penalties are subject to WCB Regulations and/or municipal by-laws. Internally, the University will apply disciplinary measures as it would with other violations of policies and procedures or legislation designed to promote the general health and safety of the University community.~~