

BIG BROTHERS BIG SISTERS OF NELSON

SMOKE-FREE POLICY

Policy

Big Brothers Big Sisters of NELSON is dedicated to providing a healthy, comfortable and productive workplace for all its workers.

The health hazards related to smoking are well-documented. These health hazards impact on both the smoker and the non-smoker who is exposed to second hand smoke. Therefore, BBBSN will provide a smoke-free workplace to all of its workers, volunteers and visitors.

Purpose

To ensure BBBSN meets the requirements of the Smoke-free Environments Act (1990) and protects the health and safety of those who are part of this organisation.

Smoke-free Environment

All BBBSN sites, this includes internal, vehicles and external event areas, are smoke-free.

If workers and volunteers wish to smoke they must leave the site to do so. All events hosted by BBBSN will be smoke-free.

Volunteer mentors will not smoke when with their mentee.

BBBSN will not accept or promote sponsorship from any tobacco company or company affiliated to the tobacco industry.

Workers who wish to smoke off-site should not be identifiable as workers of BBBSN. If workers wish to smoke during work time, it will only be during scheduled breaks (morning tea, lunch and afternoon tea).

Promoting a smoke-free environment

Workers, visitors, volunteers and others participating at BBBSN events will be advised of the policy and that the policy applies to them whilst at the event.

All workers applying for positions at BBBSN, volunteers and contractors will be informed of the Smoke-free Policy and made aware of the policy contents. BBBSN Smoke-free Policy will be highlighted during worker orientation.

Copies of the Smoke-free Policy will be made available upon request.

Management will promote smoking cessation programmes and support staff and their families to quit.

Date Implemented	Date of Last Change	Next Review Date	Policy approved at
June 2016		June 2019	

Signed _____

Position _____

Date _____