



Smoke Free Workplace

1. Intent of Policy

To enable Council to fulfil its obligations under the Workplace Health and Safety Act 2011 and Regulation 2001, to ensure the health and safety of employees, it is Council's policy that smoking is not permitted in any Council building or any Council vehicle.

2. Scope of Policy

This policy applies to all users of Council's buildings and vehicles.

Relevant Statutory Requirements relating to this policy:

Workplace Health and Safety Act 2011
Workplace Health and Safety Regulations
NSW Local Government (State) Award 2010

Oberon Council policies and procedures relevant to this policy:

Workplace Health and Safety (WHS) Policy 2011

WorkCover Guide

Passive Smoking Policy and Control

3. Policy

It is Council's policy that smoking is not permitted in any Council building or vehicle.

Smoking is not permitted in locations where smoke may be drawn or blown into buildings, or is dangerous due to proximity of flammable gases or liquids, or vent pipes related to such substances.

Smoking is not permitted outside the doors of the Administration building. Library, Community centre, Visitor information centre, Depot, Water treatment plant offices or outside other buildings in places highly visible to the public

4. Procedures

a) It is the responsibility of all team leaders and managers to ensure full compliance with this policy.

b) Any employee refusing or unable to comply with this policy will be offered appropriate counselling. However, if non-compliance continues the employee will be subject to Council's disciplinary procedures.

Approving Authority	Oberon Council
Contact	OHS/Risk Manager
Approval	13 September 2005: Item B13
Revised	17 March 2009: Item B1, Minute 16
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