



Smoke Free Workplace Policy

Policy # 2011-01

Preamble:

The Town of Digby is committed to the health and safety of each employee. Smoking is very harmful to both smokers and nonsmokers and can lead to serious health conditions for example heart disease, cancer, etc.

Purpose:

The purpose of the policy is to establish a smoke free work place.

Policy Statement:

The policy applies to all vehicles, equipment and buildings utilized by Town of Digby employees in the performance of their duties to promote a safe and healthy environment.

Definitions:

Vehicle – means any motorized transportation owned or leased by the Town of Digby

Equipment – means any self propelled/person operated equipment used in support of Municipal operations and services. (lawn mowers, bush cutters, boat engines, etc.)

Building – means any building owned or leased by the Town of Digby and/or any space deemed to be a workplace including confined spaces.

Policy:

All employees must adhere to the following smoking provisions:

- Smoking is prohibited in/on all vehicles and equipment.
- Smoking is prohibited while actively operating any and all equipment, tools, etc. on the work site.
- Smoking is prohibited in all buildings.

The Town shall:

- Provide a copy of this policy to all Town of Digby employees, and
- Place signs in all Town owned buildings and Town owned and operated vehicles indicating that smoking is prohibited.

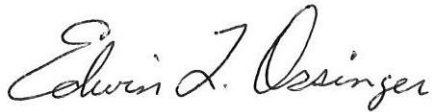
Clerk's Annotation For Official Policy Book

Date of Notice: April 18, 2011

Date of adoption: May 2, 2011

Policy effective date: May 2, 2011

I certify that this **Smoke Free Workplace Policy** was adopted by Council as indicated above.



May 2, 2011

Clerk

Date