



<b>SMOKE FREE WORKPLACE POLICY</b>		Document #	Level: Tier 1
		Prepared By: GRC Manager	Date Prepared: 6 July 2017
Effective Date: 1/09/2018	Revision # V3	Reviewed By: PRCM Committee	Date Reviewed: 6 August 2018
Compliance: <i>Public Health Act 1997 (Tas)</i> <i>Work Health and Safety Act 2012 (Tas)</i>			

### Purpose

The Archdiocese of Hobart ('Archdiocese') is committed to providing workers, clients, visitors and other stakeholders with a safe and healthy work environment. As a recognised health hazard smoking may be harmful to not only the person smoking but to others who may be in the immediate vicinity.

The purpose of this policy is to ensure persons present at Archdiocesan workplaces and premises, are not exposed to the harmful effects of smoking.

### Scope of Application

This policy applies to the Archdiocese and its agencies including: Archbishop's Office, Parishes, Church Office, CatholicCare Tasmania, Centacare Evolve Housing, Catholic Education Tasmania and the Catholic Development Fund.

This policy may also be used to apply to bodies or committees associated with any of the above agencies, established to progress initiatives under the auspices of the Archdiocese.

For the purposes of this policy the term "worker" is inclusive of anyone who is acting in support of the Mission of the Archdiocese.

### Policy

All Archdiocese of Hobart property and premises will be smoke free.

Smoking, including the use of electronic cigarettes, is not permitted in any Archdiocesan workplace, property or premises, including but not limited to any vehicles owned or leased by the Archdiocese.

Workers are not permitted to leave the workplace for the purpose of smoking unless on an authorised break.

The commitment of the Archdiocese to provide a smoke free work environment is underpinned by:

- Tasmanian Work Health and Safety legislation - An employer has a duty to provide and maintain, insofar as is reasonably practicable, a working environment that is safe and without risks to health
- Tasmanian Public Health Act 1997 - It is an offence under this Act to smoke in a smoke free area, or in a motor vehicle where there is another person or a child in the vehicle.

All managers and supervisors are required to bring this policy to the attention of their workers.

All workers are required to ensure that all clients, visitors and other persons with whom they have contact in the course of their employment are aware of and comply with this policy.

To support this policy, and due to the significant health risks associated with continued smoking, the Archdiocese will provide access to appropriate support services for workers who wish to quit smoking.

## **Related Documents**

Work Health and Safety Policy

## **Changes to this policy**

The Archdiocese will review this policy from time to time and updates are available on the website.

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## **Policy approved by:**

Most Rev Julian Porteous, Archbishop of Hobart,

11 August 2018