



NO SMOKING

POLICY STATEMENT:

In order to reduce the risk of exposure to second-hand smoke and protect employees and visitors of the St. Lawrence Parks Commission (SLPC) from the harmful effects of second-hand smoke, smoking shall be prohibited in all areas identified in this policy. "Smoking" is defined as the inhaling, burning or carrying of any lighted cigar, cigarette, pipe or other similar device.

PURPOSE:

This policy has been implemented to provide a healthy and safe environment for SLPC employees, contractors and visitors. SLPC recognizes the documented evidence which shows that tobacco use is the number one cause of preventable disease and death in Ontario.

APPLICATION AND SCOPE:

This policy covers provisions for smoke-free entrances and prohibited areas on SLPC property. This policy applies to all persons accessing the property of SLPC including but not limited to employees, suppliers, contractors and visitors. It applies to all SLPC owned, operated or leased vehicles, and equipment and the areas outlined below:

Upper Canada Village and Fort Henry National Historic Site: Smoking is prohibited on the grounds of these properties as indicated by site signage. For private facility rentals within these properties, smoking is permitted outside of normal operating hours except for outdoor patio areas and within nine (9) metres of the entrances of the rental facility.

Campgrounds, Upper Canada Golf Course and Marina Operations: Smoking is prohibited on any common open patio area, within nine (9) metres of any registration building or restaurant entrance and within twenty (20) metres of any point on the perimeter of children's playground equipment.

Guest House, East Administration and Maintenance Buildings: Smoking is prohibited within nine (9) metres of any building entrance.

PRINCIPLES:

Every employee and visitor must be provided with a workplace that is smoke-free in accordance with the Smoke-Free Ontario Act. Support and education will be available to staff on smoking cessation programs should they choose to access them.

POLICY VIOLATIONS:

Engaging in smoking in any of the prohibited areas is a violation of this policy and/or the Smoke-Free Ontario Act.

Any employee found to have violated this policy may be subject to discipline up to and including dismissal. Visitors, contractors and suppliers found to have violated this policy may be asked to leave SLPC premises. Violators could also be subject to fines in accordance with the Smoke-Free Ontario Act.

RESPONSIBILITIES:

Employees

Comply with this policy that supports a smoke-free environment at SLPC.

Refer individuals who are smoking in prohibited areas to the policy information and signage. If person refuses to comply, the employee will immediately notify the manager on duty.

Managers

Comply with this policy that supports a smoke-free environment at SLPC.

Ensure enforcement of this policy, monitor compliance among employees, contractors and staff; taking appropriate actions as outlined in the policy where necessary.