

D Watt Roadways Limited smoking policy

Effective from 7th April 2010

Introduction

Passive smoking/secondhand smoke (breathing other people's tobacco smoke) has been medically proven to cause lung cancer and heart disease in non-smokers, as well as many other illnesses and minor conditions.

The Health and Safety at Work Act places a duty on employers to provide a working environment for employees that is, so far as is reasonably practical, safe, without risk to health and adequate as regards to facilities and arrangements for welfare at work.

The employer has a duty in common law to take reasonable care to protect the health of employees. An employer who receives a complaint about the effects of smoking, but ignores it, could be sued for any resultant damage to health. Under health and safety legislation, employers may find themselves liable for damage to an unborn child if a pregnant employee has been exposed to passive smoking. Tobacco smoke has also been proven to cause asthma and migraine attacks. Therefore, the following policy has been adopted concerning smoking at work

General principles

Under the Health and Safety at Work Order, employees have duties to take reasonable care for the health and safety of themselves and others and to cooperate with the



employer as far as is necessary to enable the employer to comply with the requirements of the Health and Safety at Work Order.

The management of health and safety at work

This smoking policy seeks to guarantee all employees the right to work in air free of tobacco smoke.

Vehicles

Smoking is not permitted in company vehicles.

Buildings

Smoking is not permitted in buildings.

On Site

This is potentially vague but the following should be of some guidance:

All Government buildings and land are now non smoking except for designated areas. Most specifically this includes School Grounds and Hospital Grounds.

All food production sites are now non smoking these days.

All other sites we request that common sense is used, if the customer has put up signs prohibiting smoking then, that means you too. And if smoking shelters are provided then that is the only place where smoking is permitted.

We have a policy of not offending Customers, if you are asked not to smoke then you must not. However if you are caught smoking when plainly you should not, this could be a black mark against our company, which could prevent us from winning future orders.

Smoking should not be undertaken when operating machinery as this can lead to poor machine control.

Even out in the wide open on a calm day exhaled smoke can hang around and be inhaled by non smokers. If this is the case use your common sense employ a bit of consideration and refrain.

Enforcement of the policy

Breaches of this policy will be subject to the normal disciplinary procedures.

Responsibility for implementing and monitoring this policy rests with **Mr D Watt**.