



The Banff Centre

<input type="checkbox"/>	DRAFT	<input type="checkbox"/>	APPROVED	<input checked="" type="checkbox"/>	UNDER REVIEW
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Policy Title: No Smoking Policy

This policy has been approved by Leadership Council on June 14, 2007.

This Policy is in effect as of: June 14, 2007
 This Policy was last reviewed: June 2011
 Last updated: June 2011
 This Policy will be reviewed: 2015

Subject: No Smoking Policy

Audience: The target audience(s) for this policy

<input type="checkbox"/>	Management/Program-Supervisory Professional Groups	<input type="checkbox"/>	All Divisions and Departments
<input type="checkbox"/>	Salaried Support Staff	<input type="checkbox"/>	Arts Programming
<input type="checkbox"/>	Hourly Support Staff	<input type="checkbox"/>	Leadership Development
<input type="checkbox"/>	Sessional Employees	<input type="checkbox"/>	Conferences
<input type="checkbox"/>	All Banff Centre Employees	<input type="checkbox"/>	Mountain Culture
<input type="checkbox"/>	Board of Governors	<input type="checkbox"/>	Hospitality
<input checked="" type="checkbox"/>	All Banff Centre Community (employees, artists, work studies, clients, etc.)	<input type="checkbox"/>	Department Specific

Policy Statement: The Banff Centre's No Smoking Policy is governed by the Town of Banff By-Law 222-2 and Provincial Law. In all aspects, the intention of this policy is to conform fully to established law. Smoking is not permitted in any indoor area at The Banff Centre.—Smoking is permitted in designated smoking areas.

Policy Administration:	safety@banffcentre.ca
Go to the Procedures for this Policy:	TBA
Go to other supporting documents related to this policy	n/a
Name of Primary Contact for this Policy:	Safety@banffcentre.ca
Name of Primary Contact for page maintenance:	Safety@banffcentre.ca
Enter keywords that best describe this policy:	no smoking; non-smoking



The Banff Centre

No Smoking Policy

General

The Banff Centre's No Smoking Policy operates within the broader context of the Town of Banff By-Law 222-2 and, in all aspects, it is the intention of this policy to conform fully with that By-Law and provincial law.

Guest Rooms

Smoking is prohibited in all guest rooms including balconies and decks in close proximity.

Staff Accommodation

Smoking in Staff Accommodation at The Banff Centre (Donald Becker Residence) is prohibited including bedrooms and common spaces. Smoking is only permitted outside and at designated smoking areas.

Studios

Smoking is prohibited in all studios including Music huts, Leighton Artists' Colony and the Painter House. Smoking is only permitted outside and in designated smoking areas.

Food & Beverage Service Areas:

- **Indoor F&B Venues** - Smoking is not permitted in any indoor Food & Beverage service area and in any indoor dining or drinking area.
- **Outdoor F&B Venues** - There shall be no smoking in any outdoor location (for example, patio or deck) where food and beverage service is available. When there is an event at outdoor patio areas signage will need to be placed to direct smokers to a designated smoking area. Smoking is only permitted in designed smoking areas.

Outdoor locations where smoking is allowed:

Staff - Staff are permitted to smoke in a limited number of outdoor locations specifically designated for that purpose. A listing and map of these locations is attached to this policy.

Guests, Program Participants and Event Attendees - Subject to the provisions of Town of Banff By-Law 222-2, guests, program participants and event attendees are encouraged to use the outdoor locations specifically designated for smoking. A listing and map of these locations is attached to this policy.

Failure to Adhere to the No Smoking Policy

Enforcement of this policy is the same as all other conduct-related policies at The Banff Centre. In the case of employees, any violation will be addressed by the supervisor and be pursued through the normal employee discipline procedures defined by Human Resources. In case of all other persons, any violation of the policy will be addressed by the Banff Centre person most directly responsible for the event, program or activity.