
Smoking Locations

Procedure No.:	7150-PR4
Policy Reference:	7150
Category:	Safety, Security and Emergency Management
Approving Body:	Board of Governors
Executive Sponsor:	VP Human Resources
Department Responsible:	Safety, Security, and Emergency Management
Current Approved Date:	2019 May 28

Objectives

This procedure applies directly to Policy 7150, Occupational Health and Safety.

The objectives of this procedure are:

- To ensure that the Institute has the procedural tools to maintain a smoke-free environment for employees, students and visitors
- To comply with the BC Workers' Compensation Act and the BC Tobacco and Vapour Control Act and related Regulations
- To inform the BCIT community of Institute smoking restrictions and the locations of designated smoking areas

Who This Procedure Applies To

This policy applies to all BCIT students, employees, contractors, tenants, and visitors.

Related Documents and Legislation

Policy 7100, Safety and Security
Policy 7150, Occupational Health and Safety
BC Workers Compensation Act
BC Tobacco and Vapour Products Control Act and related regulations

Definitions

Smoking

Smoking is the practice of burning tobacco and inhaling the resulting smoke including the use of cigarettes, pipes, hookahs, or any other related device. For the purposes of this policy smoking includes the use of electronic cigarettes, vape, vaporisers or other similar devices.

Tobacco

Tobacco is any product derived in whole or in part from leaves or products produced from tobacco, in any form or for any use.

Opening window

An opening window is any window that can be opened, whether or not it is open at any given time.

Eating area

An eating area is associated with an outside patio where several dining tables are available for use.

Thoroughfare

A thoroughfare is a pathway between two places, which is used by many people to congregate—this does not relate to open aired sidewalks.

Guiding Principles

British Columbia Institute of Technology provides a smoke-free environment for employees, students and visitors. The institute aims to meet all applicable environmental tobacco smoke regulations and compliance requirements.

Therefore:

- Smoking is banned from the inside of all premises on BCIT Campuses, and the interior of all BCIT work vehicles.
- The sale and advertising of tobacco products are banned from all campuses.
- Smoking is restricted to outdoor locations, as indicated in this procedure.

Smoking Locations

Smoking is restricted to appropriate outdoor locations only. Appropriate outdoor locations are limited to areas that are located at least 6.1 metres (20 feet) from:

- Building entrances
- Open windows
- Eating areas (excluding the Burnaby Campus Student Association Pub patio)
- Building air intakes
- Parkades
- Thoroughfares
- Covered walkways

All members of the BCIT Community share a collective responsibility to maintain a clean, healthy, and safe working and learning environment, and to positively comply with this procedure and the associated Policy 7150, Occupational Health and Safety. All members are encouraged to remind others of this procedure and should report violations to their supervisor or the Safety, Security and Emergency Management Department. Ongoing complaints relating to non-compliance with this procedure should be referred to BCIT Safety, Security and Emergency Management.

Questions of interpretation or application of this procedure or its associated policy will be referred to the Director of Safety, Security and Emergency Management, whose decision will be final.

Amendment History

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| 1. | Created | 2019 MMM DD |
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Procedure 7100-PR6, Smoking Locations, has been retired as a procedure under Policy 7100, Safety and Security, and placed under Policy 7150, Occupational health and Safety. Following is the amendment history of the replaced procedure under 7100.

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| 1. | Created | 2012 Mar 30 |
| 2. | Retired | 2019 MMM DD |

In 2012, Policy 7501, Smoking Locations, was retired as a separate policy, to reside as a procedure under Policy 7100, Safety and Security. The following table indicates the amendment history of the retired policy 7501.

1.	Created	1987 Jan 28	Created as Policy 7501.
2.	Revision 1	1990 Jun 19	
3.	Revision 2	1996 Oct 18	
4.	Revision 3	1999 Dec 13	
5.	Revision 4	2001 Jun 19	
6.	Revision 5	2002 May 9	
7.	Revision 6	2003 Jun 16	
8.	Revision 7	2005 Nov 22	
9.	Revision 8	2009 Jan 02	
10.	Revision 9	2010 Aug 06	
11.	Retired	2012 Mar 30	