



## **4.18 Smoke-Free Workplace Policy**

### **Intent**

Smoking has been scientifically proven to be harmful to the health of both the smoker, and non-smokers that encounter second-hand smoke. In the interest of promoting a safe and healthy work environment, a smoke-free workplace has been adopted across all properties of the brand.

### **Scope**

This policy applies to all employees always and without exception.

Unionized employees are requested to refer to their current Collective Agreement for specific information pertaining to a smoke-free workplace. Where the Collective Agreement is silent, bargaining members shall refer to the contents of this policy. In situations where the directions of this policy cover issues also in the Collective Agreement, the Collective Agreement will be the final authority.

### **Guidelines**

Smoking is permitted in designated areas only. Please refer to your employer hotel for the location of your facility's designated smoking area(s). As per provincial legislation, there is no smoking within six metres of any entrance or air intake.

Smoking is not permitted at any time while in the performance of your job function. After returning from a work break, you must wash your hands if you've had a cigarette.

1. This policy extends to company vehicles, and any hotel rooms or rental cars booked for company business purposes.
2. The employer will not discharge employees, or refuse to hire applicants because they are smokers.
3. The employer has no intention of influencing employee smoking habits outside of the workplace, and will not pursue disciplinary action for those that smoke.