

## SMOKING, VAPING AND TOBACCO USE

This procedure is governed by its parent policy. Questions regarding this procedure are to be directed to the identified Procedure Owner.

<b>Category:</b>	A. General
<b>Parent Policy:</b>	A05
<b>Approval Date:</b>	May 24, 2023
<b>Effective Date:</b>	May 24, 2023
<b>Procedure Owner:</b>	Vice President, Student Experience Chief, People and Culture Registrar and Director, Student Services

<b>Overview:</b>	Olds College recognizes the hazards caused by exposure to environmental tobacco smoke, as well as the life threatening diseases linked to smoking, vaping and tobacco use. As such, the purpose of these procedures is to provide a healthy and safe working, learning and living environment for students, employees, contractors and visitors.
<b>Procedures:</b>	<p>Smoking, vaping and tobacco use are prohibited in all College buildings, vehicles and equipment.</p> <p>Effective July 1, 2019 smoking, vaping and tobacco use are only permitted in designated smoking areas as indicated on the map linked in "Related Information" below.</p> <p>Smoking, vaping and tobacco use on the hotel, Olds Aquatic Centre and Chinook's Edge School Division facility grounds is subject to the policies of the respective organizations.</p> <p>Smoking, vaping and tobacco use are not permitted during student trip learning activities and classes that are held outdoors.</p> <p>Policy compliance is the responsibility of:</p> <ul style="list-style-type: none"> <li>• College Leadership Team to communicate the policy in their area of responsibility</li> <li>• Campus Facilities will establish, maintain, and enforce the designated areas</li> <li>• Campus Facilities to ensure appropriate signage is in place</li> <li>• Marketing &amp; Communications to reinforce education messages with staff and students as appropriate</li> <li>• Campus Security and the Health and Safety Business Partner to engage</li> </ul>

<b>Definitions:</b>
<b>Related Information:</b>
<b>Review Period:</b>
<b>Revision History:</b>

<p>individuals smoking or vaping outside of designated areas</p> <ul style="list-style-type: none"> <li>• People and Culture to engage with employees who persist with non compliance</li> <li>• Registrar to engage with students who persist with non compliance</li> </ul> <p>Anyone who observes smoking or vaping outside of designated areas may “Report a Safety Tip” through the OC Alert App or advise Campus Security directly.</p> <p>Violations of the Smoking, Vaping and Tobacco Use Policy and Procedure are subject to the Code of Conduct.</p> <p>See Smoking Zone Locations linked in “Related Information”.</p>
<p><a href="#">A05 Smoking, Vaping and Tobacco Use - Smoking Zone Locations</a>          D46 Impairment and the Use of Alcohol, Cannabis, Other Drugs and Substances          C30 Impairment and the Use of Alcohol, Cannabis, Other Drugs and Substances          A25 Code of Conduct          D25 Student Code of Conduct</p>
<p>3 years</p>
<p>New: November 22, 2018          Revised: September 19, 2016          Revised: October 26, 2006          Revised: June 22, 2000          Revised: May 2023</p>