

Policy Title: Smoke Free

Category:	<input type="checkbox"/> Institutional - Board <input type="checkbox"/> Academic - Administrative <input checked="" type="checkbox"/> Institutional - Administrative <input type="checkbox"/> Employment - Administrative		
Approved by:	<input type="checkbox"/> Board <input checked="" type="checkbox"/> President		
Date approved:	November 30, 2023	Effective date:	November 30, 2023
Policy Sponsor:	Vice President, Administration & Finance	Date last reviewed:	November 30, 2023
Date of Mandatory Review (expiry date):	November 2028	Date of last revision of Procedures:	November 30, 2023

1. POLICY

CMCC is committed to providing a healthy, comfortable and productive work environment for employees, students and anyone visiting its premises.

1. The CMCC campus is designated entirely smoke free.
2. Smoking is prohibited on all premises of the institution including the building and grounds.
3. CMCC will not discriminate against anyone because they are smokers.

2. PURPOSE

To provide a healthy and safe environment for all members of the CMCC community by protecting them from the risks associated with second-hand smoke, including vaping, and medical cannabis and/or cannabis-related products.

3. SCOPE

All members of the CMCC community including employees, contractors, students, patients and visitors, and all company vehicles and/or rental vehicles used for company business.

4. INFORMATION AND COMPLIANCE PLANS (not a comprehensive list)

To complement this policy, employees who smoke and would like to take this opportunity to make changes to their smoking habits are invited to contact the

Employee Assistance Program (EAP). Students may contact the Student Services Division so that they may be directed accordingly.

Important Standards to be familiar with include but are not limited to:

- Addictions Treatment Helpline Ontario (ConnexOntario)
- Cannabis Act (Bill C-45)
- Centre for Addiction and Mental Health (CAMH)
- Non-smoker's Health Act (Canada) Municipal by-laws
- Ontario Occupational Health and Safety Act
- Smoke Free Ontario Act

5. RELATED POLICIES (not a comprehensive list)

- Accessibility – Integrated Regulation: Employment Standards
- Code of Conduct – Employees
- Discipline – Employees
- Discipline – Students
- Health and Safety
- Personal Information Protection
- Privacy
- Substance Use and Impairment

6. DEFINITIONS

Smoking means inhaling, exhaling, burning or carrying any lighted or heated cigar, cigarette, pipe or any other lighted or heated tobacco or plant product intended for inhalation, in any manner or in any form, and includes the use of medical marijuana, and vaping or the use of an e-cigarette or device which simulates smoking.

Electronic cigarette is a vaporizer or inhalant-type device, whether called an electronic cigarette or any other name, that contains a power source and heating element designed to heat a substance and produce a vapour intended to be inhaled by the user of the device directly through the mouth, whether or not the vapour contains nicotine.

Vapour products are electronic cigarettes, e-substances, or any component of an electronic cigarette, including the package in which the electronic cigarette, e-substance, or component is sold.

New Policy Approved (date):	
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Policy Revision History (dates):	Smoking, Drug and Alcohol Consumption – 1999 May 27, 2010 Substance Abuse & Smoking in the Workplace – December 13, 2011 Smoke Free – November 8, 2018
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-----**END OF POLICY**-----

7. PROCEDURES

Signs are posted throughout the workplace indicating that smoking of any kind is prohibited in the workplace.

If a person wishes to smoke or use an electronic cigarette, they may do so on their scheduled breaks, outside of the building and off CMCC grounds. Smoking of cannabis products is prohibited in accordance with the Substance Use and Impairment policy. Persons who require the use of medical cannabis during the day may seek accommodation in accordance with the Accessibility – Integrated Regulation: Employment Standards policy or discussions with Student Services.

The success of this policy will depend on the consideration and full cooperation of the CMCC community. All members share in the responsibility for adhering to and enforcing this policy.

CMCC may pursue disciplinary or corrective action for violations of this policy.

New Procedure Approved (date):	November 8, 2018
Procedure Revision History (dates):	

8. ATTACHMENTS

None.