

Policy Title:	Smoking and Tobacco Use
Policy ID:	4-413
Manual Classification:	Section 4 – Finance & Facilities
Approved by:	Board of Governors
Revision Date(s):	Mar 2022
Effective Date:	Apr 1, 2022
Next Policy Review Date:	Feb 2025
Contacts for Policy Interpretation:	Director, College Safety and Services Chief Building and Facility Officer

1.0 - Policy Overview

As a post-secondary institution and employer, Fleming College (hereafter the College) has an obligation to provide a safe and healthy environment for our community members to study, work and live.

Medical evidence has proven that second-hand smoke presents a severe health hazard. The Smoke-Free Ontario Act was enacted to regulate smoking in the workplace, and it serves as a guide for the standards set out in this policy.

2.0 - Purpose

The purpose of this policy is to promote a healthy and safe Campus and provide members of the College community and visitors to the College an environment free from the health risk of second-hand smoke and other by-products of use.

3.0 - Definitions and Acronyms

The following definitions apply in this Policy.

Designated Smoking Area (DSA)	Specified locations on College property, and the only locations where smoking is permitted.
Smoking	To inhale, exhale, burn, heat, carry or possess lighted or “heat-does-not-burn” tobacco, cannabis, or herbal products, or other substances used in cigarettes, cigars, cigarillos pipes or hookahs.
Smokeless Tobacco	Includes chewing tobacco, snuff, smokeless pouches, and other forms of loose-leaf tobacco.
Smoking Device	Includes any lighted cigar, cigarette, pipe or other device designed for burning tobacco or any plant for the purposes of inhaling smoke.

4.0 - Scope

This policy applies to all employees, students, third-party contractors, and visitors to all College operated facilities.

5.0 - General Principles

5.1 Smoking and use of a smoking device is prohibited:

- a) Everywhere on College grounds other than Designated Smoking Areas (DSA).
- b) Inside College buildings, including residences, sheds, and storage containers.
- c) Inside College-owned vehicles, including the cargo area
- d) Within 9 meters of any door, window, or air intake
- e) On all sidewalks, footpaths, and trails

5.2 Use of a Smoking Device is prohibited:

- a) Inside College buildings, including residences, sheds, and storage containers
- b) Inside College-owned vehicles, including cargo areas
- c) Within 9 meters of any door, window, or air intake
- d) On all sidewalks, footpaths, and trails

5.3 Smokeless tobacco products are prohibited:

- a) Inside College buildings, including sheds and storage containers
- b) Inside College-owned vehicles, including cargo areas.

6.0 - Related Documents

Smoke-Free Ontario Act (S.O. 2017. c. 26, Sched 3)
OP 4-413 Smoking & Tobacco Use Compliance Path

History of Amendments/Reviews

Original Policy approved May 1991, reviewed and revised Nov 1993; Jun 2011
Reviewed and revised Feb 2015 (Procedure separated from Policy); Mar 2022