

## **ASHOVER PARISH COUNCIL**

### **SMOKE FREE POLICY INCLUDING THE USE OF E-CIGARETTES**

This policy has been developed to protect all employees, service users, customers and visitors from exposure to second hand smoke and to assist compliance with the Health Act 2006.

Exposure to second hand smoke increases the risk of lung cancer, heart disease and other serious illnesses. Ventilation or separating smokers and non-smokers within the same airspace does not completely stop potentially dangerous exposure.

It is the policy of **ASHOVER PARISH COUNCIL** that all our workplaces are smoke free and all employees have a right to work in a smoke free environment. The policy came into effect on Sunday 01 July 2007. Smoking, **INCLUDING THE USE OF E-CIGARETTES**, is prohibited in all enclosed and substantially enclosed premises in the workplace. This includes company vehicles. This policy applies to all employees, consultants, contractors, customers or members and visitors.

Overall responsibility for policy implementation and review rests with **THE PARISH CLERK**. However, all staff are obliged to adhere to and support the implementation of the policy. The person named above shall inform all existing employees, consultants and contractors of the policy and their role in the implementation and monitoring of the policy. They will also give all new personnel a copy of the policy on recruitment/induction.

Appropriate 'no smoking including the use of E-cigarettes' signs will be clearly displayed at the entrances to and within the premises and in all smoke free vehicles.

Local disciplinary procedures will be followed if a member of staff does not comply with the policy. Those who do not comply with the smoke free law may also be liable to a fixed penalty fine and possible criminal prosecution.

The NHS offers a range of free services to help smokers give up. Visit '[gosmokefree.co.uk](http://gosmokefree.co.uk)' or call the NHS Smoking Helpline on 0800 169 0 169 for details. Alternatively, you can text 'GIVE UP' and your full postcode to 88088 to find your local NHS Stop Smoking Service.

Reviewed: May 2017  
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