



POLICY NUMBER 14

SMOKING IN THE WORKPLACE POLICY

Mid West Port Authority's (MWPA) duty under the *Occupational Health and Safety Act 1984* and Regulations 1996 and *Mines Safety and Inspection Act 1994* and Regulations 1995, is required to provide a safe working environment and to protect the health of its employees from injury and illness arising from the workplace.

To comply with occupational health and safety regulations, workers must not be exposed to smoke in enclosed workplaces. Smoking is therefore prohibited in all indoor areas, and within five metres of any entrance, window or air conditioning duct of any MWPA building.

MWPA recognises that individuals have a personal choice to smoke; however, MWPA is committed to ensuring that its employees, contractors and visitors are not exposed to the hazards of environmental tobacco smoke in its workplaces including its buildings and vehicles. Smoking can only occur outdoors in designated areas that are away from buildings, vehicles, vessels or entrances to buildings.

This policy applies to all Port employees, contractors, consultants, lessees, licensees and visitors who are on common use Port areas or whose actions can affect these areas.

MWPA wishes to support employees who want to stop and help individuals adjust to this change. The Authority may assist employees to receive counselling to help them to quit the smoking habit.

Name:	John Elkington
Title:	Chairman
Date:	20 July 2017
Board Meeting:	031
Resolution Number:	17/080