



POLICY:	Smoking
Effective Date:	August 2001
Revision Dates:	February 2012, September 2015, October 2018
Approving Body:	President
Implementation:	President delegated to the VP Finance & Administration
Contact:	Director Facilities Management
Applies to:	Staff, faculty & students and campus visitors

1.0 Reason for Policy

To prohibit smoking in the University's buildings and vehicles and to restrict outdoor smoking to specially designated areas.

2.0 Scope

This policy applies to individuals who work or, study at, or visit St. Thomas University, its buildings, grounds or vehicles.

3.0 Definitions

In this policy:

- a) "Smoking" means to smoke, hold or otherwise have control of a lit cigarette, cigar or pipe, activated electronic cigarette, personal vaporizer, water pipe or electronic nicotine delivery system or to use tobacco and smoking related product in any manner, or the burning of any other substance (e.g. burning of incense).
- b) "University" means St. Thomas University.

4.0 Policy Statement

- a) Smoking in all campus buildings is prohibited;
- b) Smoking is prohibited in all the Residence Halls. Residents are reminded to inform their guests of the University's smoking policy.
As is good etiquette for all smokers, disposal of cigarette butts should be done in the appropriate disposal containers provided;
- c) Smoking outside of buildings is to be limited to areas so designated in Appendix "A" (attached), which will be a minimum distance of 9 meters from the closest door, air intake or window of an enclosed public place or indoor workplace.
- d) Further to the University's Policy on Cannabis, smoking cannabis is not permitted on St. Thomas University property.

5.0 Exception

Exceptions to this policy may be requested for religious and spiritual ceremonies (Ex.: Smudging/Pipe Ceremonies). Requests must be sent to the Vice-President, Finance & Administration who will review and approve (Ex.: Smudging/pipe ceremonies) exceptions based on information provided.

6.0 Accountability

The Vice-President, Finance & Administration will be responsible for communication, administration and interpretation of this policy.

7.0 Secondary Documents

Appendix "A" – St. Thomas University Designated Smoking Areas

8.0 Review

This policy shall be reviewed every five (5) years.

9.0 Effect on Previous Statements

This policy supersedes all previous policies on the subject.

10.0 Cross References

Policy on Cannabis

Vice-President Finance & Administration

October 2018

Appendix A: Designated Smoking Areas

