



## **Smoking Policy Statement**

### **Purpose**

The Company operate a no smoking policy except in designated smoking areas.

The aim of this policy is to protect the health of all employees, customers and visitors from exposure to second hand smoke and to comply with current legislation on smoking.

Second hand smoke has been proven to cause lung cancer and heart disease in non-smokers, as well as many other illnesses.

We acknowledge that breathing in second hand smoke is a health hazard.

### **Policy**

It is the policy of Lynx Precast Ltd that all our workplaces, vehicles are smoke free and all employees have a right to work in a smoke free environment.

Smoking is prohibited throughout the entire workplace with no exceptions other than designated smoking areas for those who wish to smoke. Receptacles are provided for disposal of cigarette ends and other waste smoking materials.

Smoking is not permitted whilst walking to and from different buildings or locations.

All work vehicles / mobile plant items will be smoke free at all times.

### **Employer Duties**

To display no smoking signage in appropriate areas as required by legislation.

To ensure employees, customers and visitors do not smoke in unauthorised areas or vehicles.

To investigate complaints regarding employees, customers and visitors smoking.

To inform, consult and train employees on this policy.

To ensure relevant rules are communicated to customers or visitors to our workplaces.

### **Employees Duties**

To ensure that they or others do not interfere with 'No Smoking' signage.

To comply with the Smoking Policy

To ensure customers and visitors do not smoke in smoke-free places and vehicles.

To report incidences of smoking in unauthorised areas or vehicles.

To ensure cigarette ends are disposed of in the correct receptacle and not on the floor.

### **Customer / Visitor Duties**

Customers are not permitted to smoke in unauthorised areas or vehicles.

### **Smoke Breaks**

Smokers must take smoke breaks at their designated break times only. For those employees who do not take regular breaks away from their desk then a smoke break will be authorised by your Line Manager. All smoke breaks must not exceed the length of the break time or time authorised by your line manager.

Additional time for smoke breaks will not be allowed.

Help for those who smoke.

This policy is not concerned whether anyone smoke but where they smoke and how it affects others. To help smokers adjust to changes they should contact their GP who can advise of local support services.

### **E-Cigarettes**

This policy also applies to the use of e-cigarettes.

### **Enforcement of this policy**

Failure to comply with this policy will be dealt with through the company's disciplinary procedures. Visitors or members of the public who breach the policy will be asked to stop smoking and asked to leave the premises if they fail to comply with this request.

Signed by: Andrew Teasdale, Paul Cutler (Managing Directors)

Signature:  

Date: 1<sup>st</sup> May 2023

Review date: 30<sup>th</sup> April 2024