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<b>Name:</b>	<b>Saint Mary's University Tobacco-Free Campus Policy</b>
Policy Number:	6-2014
Origin:	Human Resources
Approved:	September 1, 2013
Issuing Authority:	Vice-President, Administration
Responsibility:	Senior Director, Human Resources
Effective Date:	January 15, 2015
Revision Date:	January 15, 2015
Supersedes:	Saint Mary's Smoking Policy 6-2005

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### **Purpose**

The purpose of the Tobacco-Free Campus policy is to provide a healthy and safe working and learning environment for all the Saint Mary's Community, including students, employees, contractors and visitors to the campus.

Saint Mary's University is committed to leading the promotion of health, well-being, and safety of students, staff, faculty, and visitors to our campus. The use of tobacco products is a proven health hazard. This policy and its educational efforts are intended to model a healthier and cleaner campus environment.

### **Policy**

We believe that a healthy, safe, and clean environment is an important part of campus life. Due to the health hazards, fire risks, and environmental concerns associated with the use of tobacco products, the University will take all reasonable precautions to protect health, safety and well-being by prohibiting the use of tobacco products anywhere on campus. Anyone using or consuming a tobacco product is expected to leave University property to do so.

Those using tobacco products in areas surrounding the University are expected to respect municipal by-laws (<http://halifax.ca/legislation/bylaws/hrm/bls203.pdf>) and provincial legislation (<http://www.gov.ns.ca/hpp/cdip/smoke-free-places-act.asp>). The University asks members of the Saint Mary's Community to help maintain a positive relationship with our neighbours and to respect neighbouring properties near or adjacent to the University.

### **Scope**

This policy applies to all individuals on Campus including but not limited to employees, students, contractors and visitors.

## Definitions

**Campus:** includes any or all owned, leased, rented or maintained property including but not limited to buildings and grounds. Campus also includes all University owned, leased or rented vehicles.

**Tobacco products:** includes all forms of tobacco, herbal, or simulated derived or containing products, but not limited to the following products or devices:

- Traditional, hand rolled (such as (bidis), blended (such as kreteks or clove) cigarettes, cigars, and cigarillos;
- Pipes of all kinds including water, hookahs, and bongos;
- Smokeless or orally used tobacco for the use of chewing, sniffing, or dipping (such as spit, and spit less, snuff as well as nasal (such as snus);
- Herbal snus or dipping products (such as pouch or loose leaf, etc.)
- Herbal or plant simulated products or cigarettes;
- And products intended to mimic smoking such as e-cigarettes, vaping devices, or inhalers; and
- E-cigarettes and Vaping devices: electronic vaping devices are electronic inhalers meant to simulate and substitute for tobacco smoking, and include devices such as electronic cigarettes (e-cigarettes), personal vaporizers (PV), and electronic nicotine delivery system (ENDS) which are all prohibited as they simulate tobacco smoking.

## Procedure

It is expected that mutual respect and understanding will allow the Tobacco-Free Campus policy to function effectively. Faculty, staff, and students have a joint responsibility to share in the enforcement of this policy.

When possible, violations may be discussed directly and respectfully with the person concerned. Complaints may be reported to University Security at 902-420-5577. Security will contact the individual, advise them of the policy, and ask them to move from the Campus. If the individual does not move, or are repeat offenders, Security personnel will request the individual's identification. All individuals asked for identification must provide the identification or will be asked to leave the Campus.

Violations of the Policy will be handled through existing disciplinary processes. The names will be forwarded, as follows, for the appropriate response:

- By students to the Senior Director, Student Services (902-420-5608);
- By SMU staff to the Senior Director , Human Resources (902-420-5564), who will forward the complaint to the appropriate manager;
- By Faculty to the Senior Director, Human Resources (902-420-5564), who will forward the complaint to the Vice-President, Academic and Research Office;
- By visitors to the Department being visited;
- By contractor employees, to the Senior Director, Facilities Management. (902-420-5572).

Any questions related to the content of the policy, or its interpretation, should be directed to the Senior Director of Human Resources.

## References

Occupational Health and Safety Act, S.N.S. 1996, c.7  
Smoke-free Places Act, S.N.S. 2002, c. 12  
Health & Wellness Strategy 2011  
OHS Program and Policy