

# Smokefree / Auahi Kore

<b>Section</b>	Corporate		
<b>Approval Date</b>	01 Jun 2020	<b>Approved by</b>	Chief Executive
<b>Next Review</b>	30 Nov 2022	<b>Responsibility</b>	Deputy Chief Executive: People, Culture & Safety
<b>Baldrige Criteria</b>	Operations		

## PURPOSE

On 31 May 2010, Otago Polytechnic Limited became Smokefree both indoors and outdoors on all campuses, campus vehicles, and grounds.

The purpose of the Smokefree/Auahi Kore policy is to:

- provide a healthy and safe environment for learners, staff, contractors, and visitors at Otago Polytechnic Limited
- protect the right of everyone to breathe clean air
- define where people may and may not smoke
- make available support for people who wish to stop smoking.

## COMPLIANCE

Smoke Free Environments Act 1990 and all subsequent amendments

Smoke Free Environments Regulations 2017

Health and Safety at Work Act 2015 and all subsequent amendments

Human Rights Act 1993

## POLICY

1. Smoking (including electronic cigarettes and vaping) is prohibited in **ALL** areas of Otago Polytechnic Limited including, but not limited to:
  - All campus buildings and balconies
  - All outdoor campus areas, courtyard, carparks, and seating areas adjacent to public footpaths
  - Vehicles owned or used for work purposes by Otago Polytechnic Limited
  - The Otago Polytechnic Limited Childcare Centre – Polykids.
2. Otago Polytechnic Limited encourages smokers to be considerate of others in open spaces not controlled by the Polytechnic, such as public footpaths.
3. Otago Polytechnic Limited also encourages smokers to consider the effects on the environment when disposing of cigarette butts and to be aware that there is a risk of fire if cigarettes/butts are placed in rubbish bins potential harm to waterways if cigarette butts are dropped into storm water drains and gutters lead directly to waterways and cigarette butts harm these.
4. Otago Polytechnic Limited supports smokers who wish to stop and suggests the following:
  - Quitline 0800 778 778, a free service which includes after hours support (there is a nominal fee for nicotine patches if desired).
  - For learners – support is available from Student Health
  - For staff – stop smoking resource packs, prescriptions for nicotine patches, gum and lozenges, and individual support from a trained smoking cessation counsellor is available if required - contact the Safety and Wellbeing Manager for details.
5. All staff, learners, contractors, and visitors are expected to support the promotion of the Smokefree policy and

comply with signage.

6. Smoking bans are generally self-monitoring however where someone is smoking on Otago Polytechnic Limited premises, staff are encouraged to
  - Ask the person to stop smoking or move off the premises to smoke; and/or
  - Ask for support from their lecturer, Head of College, or formal leader
  - Speak to the Safety and Wellbeing Manager on 03 474 8468, or email [safetyandwellbeing@op.ac.nz](mailto:safetyandwellbeing@op.ac.nz) or
  - Speak with a member of Executive Leadership Team.
7. Incidences of a breach of the smoking ban should be reported to the Safety and Wellbeing Manager, reports will be logged, followed up and investigated as appropriate.
8. If an investigation indicates that the Smokefree policy or Smokefree Environments legislation has been contravened, steps will be taken to resolve the case, an instant fine of \$20 may be imposed by the Te Kaihāpai, and appropriate disciplinary processes may be invoked as per Otago Polytechnic Limited policies *Resolving Performance Issues* or *Learner Discipline*.

## REFERENCES

### **Policies**

Occupational Health and Safety – Commitments and Responsibilities

Occupational Health Monitoring

Contractor Health and Safety

Resolving Performance Issues

Learner Discipline

[Students Rights and Responsibilities](#)



Approved by: Dr Megan Gibbons  
Chief Executive

Date: 17/12/2020