



Policy

Saskatoon & Area - Occupational Health & Safety

Number: 53-007

Title: Physical Hazard: Smoking

Saskatchewan Employment Act:

OHS Regulation: 6-14

Date: January 1, 2017

Date Revised/Reaffirmed: December 30, 2021

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Purpose

The purpose of this policy is to foster an environment that protects staff, clients, and the public from second and third hand smoke

Definition

- **“Enclosed place of employment”** means a place of employment that is within a building or another enclosed place which includes a vehicle
- **“Designated area”** means an area for patients/clients/residents/ and visitors containing ashtrays

Roles and Responsibilities

Employer must ensure:

- That no person smokes in any building, parking lot or property owned and/or leased by Saskatchewan Health Authority (Long Term Care (LTC) homes are exempt)
- That if smoking will be allowed in LTC homes or by special exemption by SHA then the area where smoking is allowed shall be ventilated separately from the rest of the building
- That everything that is reasonably practicable is done to limit worker exposure to second hand smoke
- That all workers are informed of the risks of second hand smoke
- That no smoking signs are visible wherever smoking is prohibited

Manager/Supervisor must ensure:

- That roles and responsibilities of all workers are being met, as well as applicable legislation and/or standards
- Safe work procedures are written and followed

Worker must ensure:

- They are trained in and follow the safe work procedures
- They report any violations to their supervisor and the Safety Alert System/Incident Report Line
- They follow the no smoking policy

Non-Compliance/Breach:

Non-compliance with this policy will result in a review of the incident. A review for non-compliance may result in disciplinary action, up to and including termination of employment or privileges; fines and /or prosecution of individuals under the Saskatchewan Employment Act and OHS Regulations.

Resources

- SHA Policies <https://documentfinder.saskhealthauthority.ca/en>

Review Dates:

January 1, 2017

May 14, 2018

December 30, 2021