

POL028 Smoke Free Policy Statement

All employees have a right to work in a smoke free environment as exposure to second hand smoke increases the risk of lung cancer, heart disease and other serious illnesses. Ventilation or separating smokers and non-smokers within the same air space does not completely stop potentially dangerous exposure.

To ensure a smoke free, safe and healthy working environment for all employees and those others affected by Pyramid Builders Ltd.'s activities I will ensure that all workplaces are smoke free thus protecting them from exposure to second hand smoke and to assist compliance with the Health Act 2006.

My commitment to a smoke free working environment is absolute and in reflecting this commitment this Smoke Free Policy shall be implemented within/across Pyramid Builders Ltd.

Smoking is prohibited in all enclosed and substantially enclosed premises in the workplace; this includes company vehicles and applies to all employees, consultants, sub-contractors, customers, members of the public and visitors.

Although overall responsibility for the implementation, monitoring and review of this Smoke Free Policy rests with me, I expect all staff to adhere to and support my commitment to ensuring a smoke free workplace.

Specific responsibilities in relation to this policy are allotted to Managers/Supervisors specifically, to ensure that:

- This Smoke Free Policy is seen as the minimum requirement.
- All staff are made aware of the company's Smoke Free Policy
- There is support for those staff who wish to give up smoking (The NHS offer a range of free services to help smokers give up).
- That a personal copy of this policy is given to all new employees on recruitment and induction.
- Appropriate 'No Smoking' signs are clearly displayed at the entrances to and within the premises and in all smoke free vehicles.
- Disciplinary procedures are followed if a member of staff does not comply with this policy; (Those who do not comply with the smoke free law may also be liable to a fixed penalty fine and possible criminal prosecution).
- There is the provision of adequate resources to meet these commitments.

Liam Clear
Managing Director
Pyramid Builders Ltd

September 2021

