

COMPANY SMOKE FREE POLICY

This policy has been developed to protect all employees, customers and visitors from exposure to second-hand smoke and to assist compliance with the Health Act 2006. 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 airspace does not completely stop potentially dangerous exposure.

It is the policy of Forkers Limited that all our workplaces are smoke free, and all employees have a right to work in a smoke free environment. Smoking, including the use of electronic cigarettes (e-cigarettes) or electronic nicotine delivery systems, is not permitted on any of the company premises/sites, unless a designated smoking area is provided. If a designated smoking shelter is provided, smoking is permitted **only** within this zone. Smoking breaks are not incorporated into normal working hours and are therefore prohibited outside of normal break times.

Overall responsibility for policy implementation and review rests with the Construction Director - Dave Cartwright. However, all staff are obliged to adhere to and support the implementation of the policy. The person named above shall inform all existing employees, consultants and contractors of the policy and their role in the implementation and monitoring of the policy. They will also give all new personnel a copy of the policy on recruitment/induction.

Appropriate 'no smoking' signs will be clearly displayed at the entrances to and within the premises and in all vehicles.

Disciplinary procedures will be 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.

HELP TO STOP SMOKING

The NHS offers a range of free services to help smokers give up. Visit www.smokefree.nhs.uk or call the NHS Smoking Helpline on 0300 123 1044 for details.



D Cartwright, Construction Director

1st January 2024