

2-128 CFB ESQUIMALT SMOKING POLICY

References: A. [Canada Labour Code Pt II, Section 124](#)

B. [Non Smokers Health Act](#)

C. [Non Smokers Health Regulations](#)

D. [DAOD 5020-1, Smoking in the Workplace](#)

E. Health Canada Document. Towards a Healthier Workplace, A Guidebook on Tobacco Control Policies. http://www.hc-sc.gc.ca/hc-ps/alt_formats/hecs-sesc/pdf/pubs/tobac-tabac/work-trav/travailler-eng.pdf

Purpose

1. This policy supports the references on smoking in the workplace, and applies to all personnel employed or visiting CFB Esquimalt controlled workplaces. This policy supersedes BSO 2-208 Base Smoking Policy and BSO 2-317 Fire Precautions Smoking.

General

2. The hazards to one's health resulting from the habit of smoking are well documented. As well, conclusive evidence has shown that exhaled cigarette fumes (second hand smoke) are detrimental to non-smoker's health.

Policy

3. Smoking is prohibited on DND property, except for designated smoking areas. The workplace is any indoor or enclosed place controlled by DND or the CF where DND employees or CF members work or perform duties, including the following:

- a. Military quarters;
- b. Within 9 metres of an entrance to a bldg;
- c. Within 9 metres of an air intake to an HVAC system for a workplace;
- d. Within 25 metres of a Physical Fitness or Health facility (Dental/Medical);
- e. Inside DND vehicles (owned or leased);
- f. Other areas used by DND employees or CF members in the course of work or work related duties;
- g. All DND Bus stops; and
- h. Smoking is prohibited while transiting from one area to another on DND property.

4. In addition to the above prohibitions on smoking, the following areas are also designated as NO SMOKING areas:

- a. All marine floats and jetties;
- b. On the apron and tarmac adjacent to hangars and in hangars
- c. Within 35 metres of any aircraft being refuelled or defueled;
- d. Within 10 metres of any vehicle being fuelled/defueled; and

- e. Within 35 meters of a bulk Fuel installations.
5. Smoking is permitted at Messes and institutes under the following conditions:
- a. The president of a mess of institute shall designate one area at his/her mess or institute. The area shall be clearly marked as the smoking area;
 - b. The president of a mess or institute shall ensure that all functions are designated to cater to non-smoking members. Members attending functions who do smoke will be given the opportunity to withdraw to the designated smoking area at some time during the function; and
 - c. The president of the mess must ensure the smoking area is in compliance and not within 9 meters of any door, window or air intake.
6. There is no obligation for DND to provide shelters for the purposes of smoking. Current shelters that do not meet the criteria for a smoking shelter will either be modified or removed in order to comply with this policy. The following restrictions apply to any smoking shelter:
- a. There are to be no sides/siding on any smoking shelter;
 - b. There is to be no seating within a smoking shelter; and
 - c. The smoking shelter is to be clean and free of hazards at all times. This is the responsibility of the users.
7. Supervisors at all levels are responsible to ensure their personnel utilize only designated smoking areas and in a manner reflecting the references. CO's and Branch Heads are responsible to investigate complaints within their lines and initiate administrative and/or disciplinary action when an infraction occurs. In cases where personnel are not subject to this policy and either share the work place or attend as visitors, they shall be requested to respect DND policy and comply with its conditions. Failure to comply will result in their immediate removal from the premises.

Electronic Cigarettes

8. Electronic Cigarettes are to be treated in all manners, the same as tobacco cigarettes. Therefore their use is not permitted in vehicles, buildings, offices and within 9 meters of any door, window or air intake. They are only to be used in designated smoking areas or in designate Electronic Cigarette areas.

Designated Smoking Areas

9. Areas designated for smoking areas are noted on the [map](#).

10. Any changes required or requested to the designated smoking areas are to be presented to the Base Chief Petty Officer to ensure compliance. They will then be passed on to the Base Commander for rejection or approval based on the advice from the BCPO and Formation Safety and Environment.

Enforcement

11. Enforcement shall be by ticketing through the Military police or one of their agents (Commissionaire, security guard) IAW the Non Smokers Health Act section 14, Proceedings commenced by ticketing and the Non Smokers Health Regulations.