MCS CIVIL (NSW) PTY LTD
ABN 95 612 377 634

INTEGRATED MANAGEMENT SYSTEM MANUAL
QUALITY-WORK HEALTH & SAFETY-ENVIRONMENT

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SMOKE FREE WORKPLACE POLICY

MCS Civil (NSW) Pty Ltd is committed to providing an environment which is free from Passive smoking (the inhalation of environmental tobacco smoke [ETS]) increases risks to health.

MCS Civil (NSW) Pty Ltd has a duty of care under Work Health and Safety legislation to provide a safe and healthy work environment for all workers and others who enter the workplace.

MCS Civil (NSW) Pty Ltd has therefore adopted a Smoke-free Workplace Policy. This policy intends to eliminate smoking in the workplace and prevent exposure of workers to environmental tobacco smoke.

Objective

To achieve a smoke-free workplace, to protect all workers and visitors from the effects of environmental tobacco smoke and reduce the fire risk.

Implementation

- Smoking will not be permitted in any enclosed areas, including meeting rooms, staff rooms, display homes and company motor vehicles

- Smoking will not be permitted within three metres of access points to buildings such as doors, and windows. Smoking will not be permitted in other areas designated as 'No Smoking' areas by signage

- Smoking is not permitted on any site and or client premises deemed a non-smoking area

- Workers who wish to smoke must do so within designated areas only

- Workers who do smoke are requested to dispose of their litter in the correct manner and leave the smoking area neat and tidy
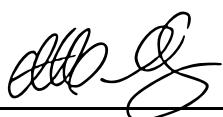
The responsibility for enforcing this policy rests with managers and workers. All are obliged under Work Health and safety legislation to protect the health of their fellow workmates and members of the public while at the workplace.

Any person who breaches this policy may face disciplinary measures.

Signed By:

Christopher Murphy		**24st September 2024**
Managing Director	Signature	Date