



Clermont Crane Hire Pty Ltd

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Smoke-Free Workplace Policy (CCH Policy 018)

Policy Statement

It is the policy of Clermont Crane Hire Pty Ltd (CCH) to provide a workplace that has as low as reasonably practical risks to health to all persons from exposure to the by-products of tobacco smoke, side-stream smoke (or passive smoking). Therefore CCH is classed as a smoke-free workplace. However, the prohibition on smoking does not extend to persons who wish to smoke outside of the workplace or company premises during their own time.

Objectives

Smoking is prohibited during work hours in all enclosed workplaces and work sites, and in areas where another person may be exposed to tobacco smoke, regardless of whether or not the other person also smokes. This prohibition extends to every person who works at or visits a workplace. Common work areas, conference and meeting rooms, private offices, hallways, the communal lunchrooms at the onsite accommodation blocks, stairs, restrooms, owned or leased vehicles, and all other enclosed facilities are also prohibited places.

Additionally, employees may smoke in their personal vehicles during non-working hours, but the smoke and tobacco products must be completely contained within the vehicle. It is not acceptable that either smoking or non-smoking employees are subjected to smoke that they must walk through to reach their vehicle or any other destination on the Clermont Crane Hire Pty Ltd premises.

Onsite accommodation rooms provided for employee accommodation and CCH residential houses are smoke-free premises. There is to be no smoking within 4 metres of building entrances to the accommodation rooms/residences.

Responsibilities

We will encourage persons who wish to cease smoking, and provide assistance to them to do so. Where available, we will obtain relevant information from government health offices to assist persons to quit smoking.

Persons, who smoke in contravention of the smoke-free workplace policy on company property, premises/accommodation/residences, or in company vehicles, will be subjected to immediate appropriate disciplinary action.