PARARAIL
SINGLE SOURCE SOLUTIONS

# SMOKE FREE POLICY

**This policy has been developed to protect all employees, services users, customer 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.**

## POLICY

It is the policy of ParaRail Limited that all our workplaces are smoke free, and that all employees have a right to work in a smoke free environment. The policy shall come into effect on Sunday 1st July 2007. Smoking is prohibited in all enclosed and substantially enclosed premises in the work place. This includes company vehicles. This policy applies to all employees, consultants, contractors, customers or members and visitors.

## IMPLEMENTATION

Overall responsibility for the policy implementation and reviews rests with the Safety, Quality and Environmental (SQE) Manager. 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. ParaRail 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 smoke free vehicles.

## NON-COMPLIANCE

Local disciplinary procedures will be found if a member of staff does not comply with this policy. These 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.gosmokefree.co.uk or call the NHS Smoking Helpline on 0800 169 0 169 for details. Alternatively, you can text 'Give Up' and your full postcode to 88088 to find you local NHS Stop Smoking Service.

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This copy will not be maintained. Check current issue status with SQE Manager before each use.

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Company Policy Reference: PR/CP/008
Issue No.: 1 - Issue Date: 02/05/07
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