

NO SMOKING POLICY



**MARSHALL
CONSTRUCTION**

MAY 2023

Who this policy applies to

This policy applies to all persons who are employees of the Company, regardless of their position or status.

This policy applies to all visitors to our premises, regardless of the purpose of their visit. Staff are expected to make visitors aware of this policy and to ask visitors who breach it to desist from smoking.

The term Smoking also includes E-Cigarettes and Vaping.

1. Smoking in enclosed areas

Smoking is prohibited in all enclosed or substantially enclosed spaces on Company premises, whether those spaces are public or private. This includes corridors, toilets, offices, lobbies, reception areas, and site accommodation and offices.

2. Smoking in un-enclosed areas

Employees may smoke in unenclosed areas, but only during times when they are off duty, such as before and after work, at lunch times and during scheduled breaks.

On mobile sites, a smoking area will be set up and will include a suitable receptacle for stubs, a health warning poster and a portable fire extinguisher.

3. Smoking in company vehicles

Smoking is prohibited in all company vehicles at all times. Smoking is prohibited where a private staff vehicle is used to transport staff or members of the public in connection with the Company.

4. Consequences of breach

Any employee who breaches this policy may be subjected to disciplinary action. Where an employee or any other person smokes in contravention of the law he may be liable for a fixed penalty fine or criminal prosecution.

In Scotland, there is a fixed penalty fine of £200, which can go up to £2,500 if the fine isn't paid.



B McDermott
Managing Director
22/05/2023
(Review May 2024)