



An Ghníomhaireacht um  
Leanaí agus an Teaghlach  
Child and Family Agency

## **Smoke Free Workplace Policy**

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<b>Document Developed By</b>	Health Wellbeing and EAP, HR Directorate
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### 1. Introduction

Tobacco use is the leading cause of preventable death in Ireland with almost 6000 smokers dying each year from tobacco related diseases. Tusla's goal is to protect staff from the risks of smoking whilst they're at work.

It is the policy of Tusla that all of its workplaces are smoke-free and that all employees have a right to work in a smoke-free environment.

### 2. Purpose

To protect the health wellbeing of our staff and to ensure compliance with the Public Health (Tobacco) Acts, 2002 and 2004 prohibit smoking in indoor places of work.

### 3. Scope

This policy applies to all employees, consultants, contractors and visitors.

### 4. Procedures

Smoking is prohibited in all Tusla workplaces, including all entrances and doorways of all premises, so that employees are not exposed to passive smoke whilst accessing or leaving these premises.

Where external smoking areas are agreed and located on Tusla sites, they must be sited a reasonable distance away from wall vents, windows and doors of work areas.

Cigarette waste must be disposed of properly and in a considerate manner. A Company vehicle is a 'place of work' as specified in the Safety, Health and Welfare at Work Act 2005; hence smoking is prohibited in all vehicles which are used on Tusla business.

## 5. Legislation

The Public Health (Tobacco) Acts, 2002 and 2004 prohibit smoking in indoor places of work. Section 47 of the Acts, which came into force on 29 March 2004, is designed to protect third parties, such as workers, from the ill-effects of exposure to second-hand smoke.

A person guilty of an offence under Section 5 (2A) of the Acts, a person found guilty of an offence under Section 47 is liable on summary conviction to a fine of up to €3,000.

## 6. Definitions

Tusla's Smoke Free Workplace Policy extends to the use of E-cigarettes, Vaporisers and Herbal Cigarettes/Tobacco and any derivatives of these.

"Workplace" related to all premises/vehicles/facilities where Tusla business is conducted.

## 7. Responsibilities

Responsibility for the implementation of this policy rests with the manager in charge of the workplace.

All employees have an obligation to adhere to, and facilitate the implementation of this policy.

Infringements by staff will be dealt with under Tusla's disciplinary procedures.

Please note that anyone who contravenes the law prohibiting smoking in the workplace i.e. customers, visitors and employees, are liable to prosecution.

## 8. Support

Smoking seriously harms you and others around you. If you don't smoke, don't start. If you do, please stop.

Information on how to obtain support in stopping smoking is available from the National Smokers' Quitline on 1850 201 203, [www.quit.ie](http://www.quit.ie). Contact the Health, Wellbeing and EAP department who can guide you to local supports.

## 9. References

1. Safety, Health And Welfare At Work Act 2005
2. Quit.ie. (2018). *Help information and advice on how to quit smoking from the HSE - Quit.ie*. [online] Available at: <http://quit.ie/> [Accessed 4 May 2018].
3. An Post (2014), 'Non Smoking Policy.' Dublin: Ireland.
4. Tusla (2017), 'Disciplinary Procedure for Employees of Tusla – Child and Family Agency.