



Category:	Health and Safety
Approved By:	College Leadership Council (CLC)
Approval Date:	December 16, 2014
Effective Date:	October 17, 2018
Revised Date(s):	October 16, 2018
Policy Sponsor:	Vice-President People and Planning
Policy Administrator:	Occupational Health and Safety Team Lead

Smoking Policy

Purpose

The purpose of this policy is to communicate and outline Lethbridge College’s expectations regarding the smoking or use of tobacco and/or cannabis products on Lethbridge College property (owned or leased).

Scope / Limits

This policy applies to all Members of the College Community.

This policy excludes the cultural and ceremonial use of Indigenous traditional medicines in a designated ceremonial site.

Definitions

Cannabis means a cannabis plant or any part of a cannabis plant including the phytocannabinoids produced by, or found in, such a plant regardless of whether the plant has been processed or not.

Contractor person, partnership or group of persons who, through a contract, agreement or ownership, directs the activities of one or more employees involved in work at a work site on Lethbridge College property.

Employee is a person on the payroll of Lethbridge College.

Medicinal Use means the use of cannabis as prescribed by a physician who is licensed to practice medicine in Canada and is authorized by their respective governing body to prescribe cannabis for medicinal purposes in Alberta.

Member(s) of the College Community includes board of governor’s members, employees, minors, parent/guardian, student, third party contractor, visitors, volunteers, and renters or persons booking college facilities, any individual direction connected to any college activity.

Recreational Use means the use of cannabis that is smoked or consumed without appropriate medical justification but instead for enjoyment or pleasure.

Smoke or **Smoking** means inhaling, exhaling, burning, carrying or having possession of a burning or lighted cigarette (including e-cigarette), cigar or pipe, or other lighted smoking equipment, burning tobacco or any other substance that is lighted, vapourized or heated.

Student is a person registered in a course at Lethbridge College at any location in any delivery model.

Tobacco Product means any product containing tobacco including but not limited to cigarettes, cigars, cigarettos, pipes, chewing tobacco, and loose leaf.

Volunteer and Visitor person who performs an unpaid service for the college or accesses Lethbridge College facilities who are not employees.

Policy Statements

1. Lethbridge College has a responsibility to provide all those within the scope of this policy with a safe and healthy environment.
2. Smoking and / or the use of any Tobacco Product is prohibited in all owned or leased Lethbridge College buildings and vehicles unless at authorized designated areas.
3. Smoking and/or the Recreational Use of Cannabis is prohibited in all owned or leased Lethbridge College building and vehicles.
4. Only the Medicinal Use of Cannabis will be allowed on campus and will be assessed and approved on a case by case basis with the appropriate designated area for the Medicinal Use of Cannabis to be determined by Human Resources.
5. The use of electronic cigarettes is prohibited wherever Smoking is prohibited and is subject to the same restrictions as Tobacco Products and Medicinal Use of cannabis.
6. Smoking of Tobacco Products is allowed only at designated areas as identified in Appendix A and anyone Smoking must adhere to the City of Lethbridge Smoking Bylaw.
7. Lethbridge College will not sell or allow Tobacco Products, Cannabis Products or e-cigarettes to be sold on its property (owned or leased).
8. Any individual found to be in breach of the Smoking policy may be subject to disciplinary action in line with the relevant disciplinary procedure.

A: Policy Supports

[Smoking Procedures \(Appendix A\)](#)

B: Legislated References

[Province of Alberta Tobacco Reduction Act](#)

[City of Lethbridge Smoking Bylaw](#)
[Federal Cannabis Act \(S.C. 2018, c. 16\)](#)

C: Other References

D: Related Policies

Occupational Health and Safety

Respectful Campus

Board of Governors:

EL – General Constraint

EL-1 Treatment of Students

EL-2 Treatment of Staff



Parent Policy:	Smoking
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Appendix A	

Smoking Procedures

1. In compliance with the City of Lethbridge bylaws, designated areas must be a suitable distance away from buildings (minimum 6 meters) to avoid smoke drifting through open doors or windows or people having to pass through a smoking area to access a building.
2. Cigarette waste must be disposed of properly and considerately in a safe manner.
3. Smoke free premises and vehicles must display signage as required by the regulations.
4. Managers are responsible to take steps to ensure that this policy is complied with in areas under their control.
5. Lethbridge College will provide smoking cessation programs to assist employees and students to the extent resources are available.

Designated Smoking Areas

Smoking of tobacco is allowed in the following designated areas:

