



## **SMOKE-FREE WORKPLACE POLICY**

### **Rationale**

Tobacco smoking is a leading cause of preventable disease and death in Australia. Workplace exposure to passive smoking is a significant occupational health and safety hazard. Exposure to passive smoking can produce symptoms of ill health, particularly for people with pre-existing medical conditions, such as respiratory or cardiovascular conditions. There is no recognised safe level of tobacco smoke exposure.

Under the *Occupational Health, Safety and Welfare Act 1984 (the OSH Act)* and the *Occupational Safety and Health Act 1984 (the OSH Regulations)* Musgrave Minerals Ltd has a legal commitment to provide a safe and healthy workplace for all workers, visitors and customers.

Under the OSH Regulations and the *Tobacco Products Regulation Act and Regulations 2006*, smoking is prohibited in all enclosed workplaces (there is a definition of "enclosed space" in the Act for reference).

### **Aim**

To minimise the exposure of employees, contractors, volunteers, visitors and customers to the hazards of tobacco smoke.

### **Scope**

All workers at the workplace, including contractors, subcontractors, labour hire workers, apprentices, work experience staff and volunteers, must comply with this policy.

### **Communication**

- This smoke-free workplace policy is to be communicated to all workers.
- All persons applying for positions with Musgrave Minerals will be informed of this Smoke-free Workplace Policy.
- Appropriate signage will be displayed in no-smoking areas.

### **Quit Smoking Support**

Musgrave Minerals staff wishing to reduce/stop their own smoking may be provided with assistance to do so, please speak to your line manager.

## Smoke-free Environment

Smoking is prohibited in the following areas;

- Company owned vehicles
- Company hired vehicles (regardless of the hire company's policy)
- All mobile equipment fitted with cabins including graders, loaders, bobcats etc.
- All offices, accommodation rooms (including tents), recreation buildings, ablution or dining/cooking buildings
- Any enclosed area, shed (incl. core sheds), workshop, or storage room
- Within 4m of any open doorway or window
- Specific smoking areas away from offices may be defined at some sites

## Responsibility

All people at Musgrave Minerals Ltd controlled workplaces are required to abide by the conditions of this Policy.

In the event that these conditions are not adhered to, action(s) may be taken to ensure compliance, up to, and including, removal from site.

The Policy will be reviewed annually.

## Review

This policy is to be reviewed annually.

Initiation Date	17 June 2013
Latest review date	21 February 2022