

Smoke-free Premises Policy

Section 1 - Purpose

(1) QUT is committed to providing a safe, supportive and healthy environment by mandating University sites as smoke-free environments.

Section 2 - Application

(2) This Policy applies to all members of the QUT community, including staff, students and authorised visitors.

Section 3 - Roles and Responsibilities

Position	Responsibility
Director, Health Safety and Environment	Encourages members of the QUT community to adopt and maintain a healthy non-smoking lifestyle by providing advice, guidance and information on 'quit smoking' resources. Provides guidance to the QUT community on the University's commitment to provide a safe, supportive and healthy working environment. Maintains a consistent standard in granting exceptions to this Policy.
Supervisors/Managers	Manage issues related to smoking on campus by providing information and guidance to relevant parties. Encourage and support staff and students within their area of responsibility to be 'smoke free' on University sites and while conducting University business.
QUT Security officers	Assist in the enforcement of QUT's Smoke-free Premises Policy .
Staff, students and authorised visitors	Contribute to a healthy culture and maintain a smoke-free environment on QUT premises. Adhere to all 'no smoking' signage.
Contractor Managers	Advise contractors of the University's Smoke-free Premises Policy . Implement appropriate actions to promote compliance (e.g. online contractor induction training will provide contractors with information on this Policy).

Section 4 - Prohibition on Smoking

(3) Smoking is prohibited on all QUT premises.

(4) Smokers are required to follow directions given by authorised QUT staff such as Supervisors and Managers and QUT security officers in regard to the implementation of the University's policy on smoking.

(5) Exceptions may be granted in rare circumstances by the Director, Health Safety and Environment (on recommendation from the head of the relevant organisational unit) for example, a performing arts event, where during performances, smoking is required for dramatic effect.

Section 5 - Compliance

(6) University employees are entitled to take breaks from work in accordance with relevant University enterprise agreements and the [Attendance and Working Hours Policy](#). If a staff member wishes to smoke during an authorised break from work, they are required to leave the University premises to do so.

(7) Staff who repeatedly breach this Policy may be subject to disciplinary action in accordance with the QUT [Code of Conduct - Staff](#), relevant policies and staff enterprise agreements.

(8) Students who repeatedly breach this Policy may be subject to disciplinary action in accordance with the QUT [Code of Conduct - Student](#) and related policies.

(9) Contractors who repeatedly breach this Policy may be asked to leave University premises and may be subject to a breach of contract.

(10) Visitors who repeatedly breach this Policy after being warned not to, will be asked to leave University premises by QUT security officers.

Section 6 - Definitions

Term	Definition
Smoking	Includes the use of cigarettes and other tobacco-related products (herbal cigarettes, loose smoking blends, cigarette papers, cigarette making machines, cigarette filters, and electronic cigarettes) or other devices used for similar purposes.
Electronic Cigarettes Include	E-cigarettes, e-cigars, vapour pens, a personal vaporiser or any device used for the inhalation, exhalation or emission of a substance as defined by the Tobacco and Other Smoking Products Act 1998 (Qld).
QUT Premises	Means any physical site under QUT control, including: 1. all QUT campuses (Site Policy); 2. QUT distributed sites (Site Policy); and 3. transport and mobility management - vehicles (Transport and Mobility Management Policy)

Status and Details

Status	Current
Effective Date	26th April 2023
Review Date	30th April 2028
Approval Authority	Vice-President (Administration) and University Registrar
Approval Date	26th April 2023
Expiry Date	Not Applicable
Policy Owner	Nick Ryan Director, Health Safety and Environment
Author	Nick Ryan Director, Health Safety and Environment
Enquiries Contact	Nick Ryan Director, Health Safety and Environment <hr/> Administrative Division