

SMOKE FREE POLICY



SMOKE FREE POLICY			
Effective Date	October 17, 2018	Policy Type	Administrative
Responsibility	Vice-President, Administration	Cross-Reference	1. Clean Air Policy 2. Fit to Work Fit to Learn Policy 3. Alberta's Tobacco and Smoking Reduction Act and Regulation 4. Alberta Human Rights Act 5. Municipal Bylaws
Approver	Executive Council	Appendices	
Review Schedule	Every 5 years		

1. Policy Statement

- 1.1. Grande Prairie Regional College ("GPRC" or the College) is committed to providing a safe and healthy work, learning, and living environment for faculty, staff, students, visitors and contractors.

2. Background

- 2.1. The College is committed to minimizing the health hazard of second hand smoke and promoting healthy living and learning by prohibiting the smoking of tobacco products and cannabis on campus.

3. Policy Objective

- 3.1. To ensure a safe and healthy environment at GPRC.
- 3.2. To ensure that GPRC complies with all federal, provincial, and municipal laws concerning the use of Cannabis and tobacco products.
- 3.3. To promote Harm Reduction programs and resources for faculty, staff, students, visitors and contractors who may be considering smoking on campus.
- 3.4. To provide support to staff and students to promote healthy life style choices or those seeking smoking cessation.

4. Scope

- 4.1. This policy applies to all individuals in or on GPRC premises, as well as drivers and passengers in College fleet vehicles.

5. Definitions

- 5.1. "Premises" means College campus, grounds, and buildings that are owned, leased, or operated by the College.

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- 5.2. “Cannabis” means a cannabis plant and any part of a *Cannabis sativa* and *Cannabis indica* plant, including the phytocannabinoids produced by, or found in, such a plant, regardless of whether that part has been processed or not. Any substance or mixture of substances that contains or has on it any part of such a plant. Any substance that is identical to any phytocannabinoids produced by, or found in, such a plant, regardless of how the substance was obtained.
- 5.3. “Cannabis Accessory” means rolling papers or wraps, holders, pipes, water pipes, bongs, vaporizers, electronic smoking devices or any other item that is represented to be used in the consumption or production of Cannabis.
- 5.4. “College Community” means all employees, students, volunteers, contractors, visitors and other individuals, who work, study, conduct research or otherwise carry on the business of the College.
- 5.5. “Contractor(s)” means an individual or corporation, or other entities who agrees to enter into an agreement to provide materials or perform services for the College.
- 5.6. “Electronic Smoking Device(s)” means any product containing or delivering nicotine or any other substance intended for human consumption that can be used by a person in any manner for the purpose of inhaling vapor or aerosol from the product. The term includes any such device, whether manufactured, distributed, marketed, or sold as a e-cigarette, e-cigar, e-pipe, e-hookah, or vape pen, or under any other product name or descriptor.
- 5.7. “Harm Reduction” means policies, programs and practices that aim to reduce or minimize the adverse consequences associated with the use of substances.
- 5.8. “Hookah” means water pipe and any associated products and devices which are used to produce fumes, smoke, and/or vapor from the burning of material including but not limited to tobacco, shisha, or other plant matter.
- 5.9. “Legislation” means applicable law that is enacted by the Federal Government, Provincial Legislature, Municipal Council, or other governing body having jurisdiction.
- 5.10. “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.
- 5.11. “Minor” means a person under the age of 18 years.
- 5.12. “Personal Use” means any use of Cannabis that is not Medicinal Use.
- 5.13. “Smoking” means to inhale, exhale, burn, carry, or possess lighted tobacco, cannabis, or other herbal products, including cigarettes, electronic cigarettes (e-cigarettes), cigars, cigarillos, pipe tobacco, hookahs or other products capable of being smoked, or to burn, vaporize or atomize any products for inhalation including tobacco or illegal substances.
- 5.14. “Tobacco Product(s)” means any substance containing tobacco leaf which is smoked, including but not limited to, cigarettes, cigars, pipes, hookah (water pipe), shisha, clove cigarettes, or any other preparation of tobacco.
- 5.15. “Use” means smoking, vaping and inhaling of Cannabis or tobacco products, whether using Cannabis accessories, electronic smoking devices or not.

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- 5.16. “Visitor” means an individual or group that is neither registered as a student(s), nor College staff and who attends College-owned, operated or leased property.
 - 5.17. “Volunteer” means an individual who, on a voluntary basis, provides a service or materials to the College.
- 6. Guiding Principles**
- 6.1. Smoking is prohibited in all areas of the College Premises.
 - 6.2. Cannabis and Cannabis Accessories in or on Premises must be stored in sealed, scent-proof containers.
 - 6.3. Accommodation of Medicinal Use – Cannabis:
 - 6.3.1. The College will adhere to Alberta Human Rights Legislation regarding its consideration of requests for accommodation of the authorized Medicinal Use of Cannabis.
 - 6.3.2. Requests for accommodation will be assessed on a case-by-case basis and will be dealt with according to Human Resources procedures for employees and by Accessibility Support and Disability Services for students. Persons approved for an accommodation are required to carry evidence of that approval when smoking, and will be provided with a location on premises.
 - 6.4. Preparation, production, sale and/or distribution of products containing Cannabis and/or the preparation, sale and/or distribution of Cannabis Accessories are prohibited on any College owned, operated or leased properties.
 - 6.5. Advertising/Marketing Cannabis and/or Cannabis Accessories is prohibited on any College owned, operated or leased properties.
 - 6.6. The College will not provide support to any events whose sole purpose or focus is the consumption of Cannabis or tobacco products.
 - 6.7. Violators of this policy may be prosecuted under applicable Legislation resulting in specified legislated penalties. Violators of this policy and related College policies may also be subject to College disciplinary action, including action that is in accordance with the provisions contained in the Academic Calendar and any collective agreement or employment manual entered into between the College and its employees.
 - 6.7.1. Anyone requiring emergency medical assistance due to Cannabis/tobacco use in contravention of this policy will not be subject to disciplinary action. This exemption applies to those needing emergency medical assistance and to those providing assistance during the emergency.
 - 6.8. Awareness and Education: the College is committed to offering ongoing education and promoting awareness initiatives about Cannabis and tobacco products to students and employees. It will develop, implement and support ongoing education initiatives utilizing an awareness, prevention, and harm reduction approach.

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7. Roles and Responsibilities

Stakeholder	Responsibilities
Executive Council	<ul style="list-style-type: none">• Approve and formally support this policy.
Vice-President, Administration	<ul style="list-style-type: none">• Review and formally support this policy.
Members of the College Community	<ul style="list-style-type: none">• Adhere to the policy and bring its provisions to the attention of potential violators

8. Exceptions to the Policy

- 8.1. The use of Cannabis for medical or other grounds protected by the Alberta Human Rights Act may be exempt from this policy if an accommodation is approved as per section 6.3.
- 8.2. Indigenous people respecting traditional, spiritual, or cultural practices or ceremonies (eg: Pipe ceremonies or Smudges) are exempt from this policy. Facilities – Maintenance and Operations must be contacted for approval.
- 8.3. Use of cannabis within health research studies and conducted under controlled conditions may be exempt if sanctioned by GPRC.

9. Inquiries

- 9.1. Inquiries regarding this policy can be directed to the Director, Facilities – Maintenance and Operations.

10. Amendments (Revision History)

- 10.1. Amendments to this policy will be published from time to time and circulated to the College community.