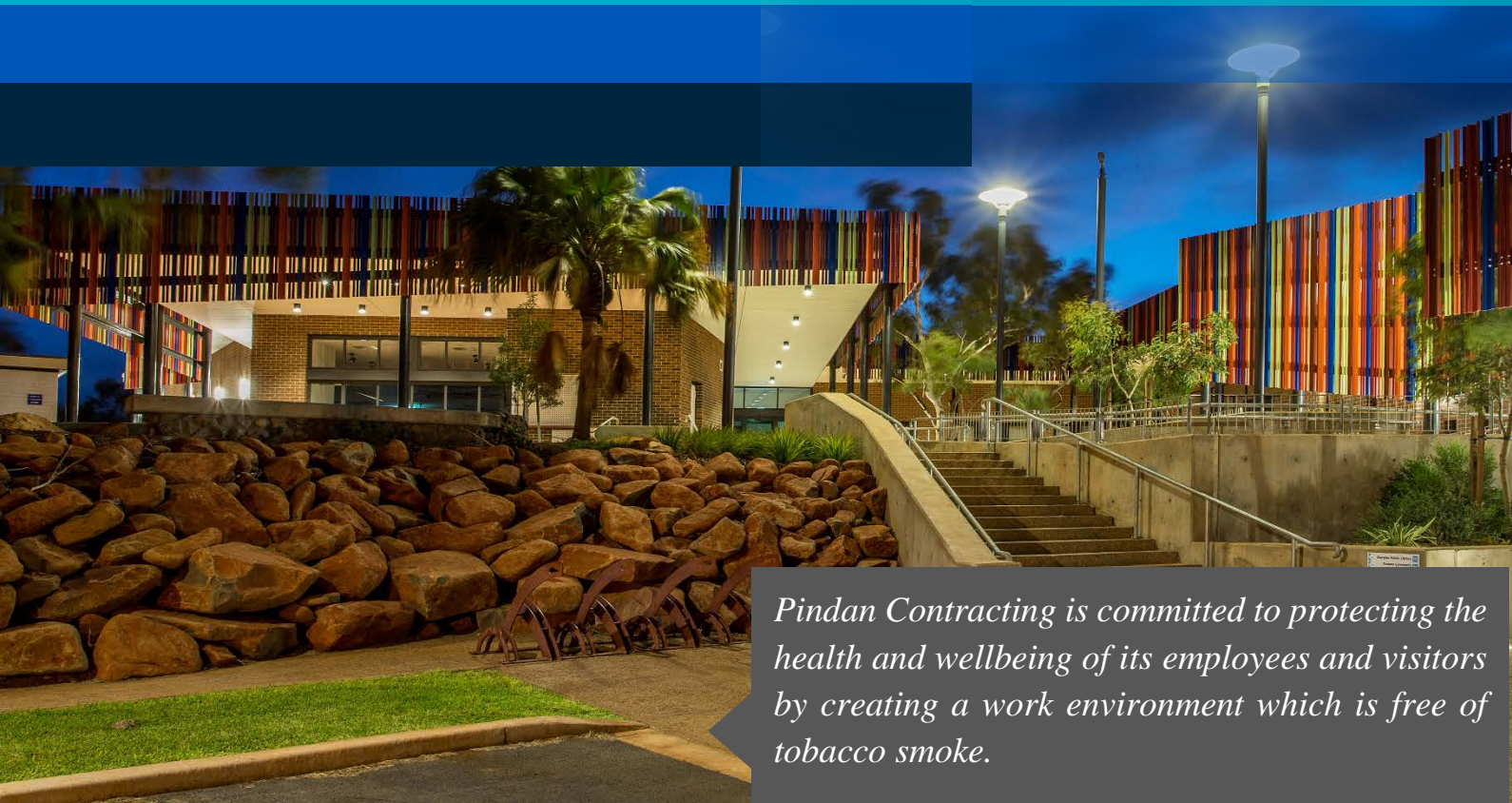


# PINDAN CONTRACTING SMOKE FREE POLICY



*Pindan Contracting is committed to protecting the health and wellbeing of its employees and visitors by creating a work environment which is free of tobacco smoke.*

## **To achieve this commitment, smoking is prohibited within:**

- > 'Semi-enclosed' workplaces, e.g. amenities, lunchrooms, and areas where meals are consumed. Semi-enclosed means any area mainly located outside the permanent external walls of a building and has a ceiling or roof and at least two sides that include fixed walls, operable windows, doors or retractable coverings.
- > 5 metres of any access points to an enclosed/semi-enclosed workplace including a building doorway entry or exit, operable window or louver, and air conditioning vent or duct.
- > Lifts, hoists, and undercover car parks.
- > 6 metres of any area that is classified as a confined space.
- > 10 metres of any designated flammable or combustible goods store.
- > Pindan Contracting vehicles and plant and equipment.
- > Other areas designated as no smoking by signage.

Smoking breaks for employees during work hours are not permitted.

To enable Pindan Contracting to foster an environment that promotes health and wellbeing at work and at the same time meets legislative obligations under smoke free, health, and occupational health and safety legislation all managers shall promote and administer compliance with this Policy. All employees, subcontractors or other visitors to Pindan Contracting workplaces shall abide by the provisions of this Policy.

Littered cigarette butts have environmental impacts on waterways, soils and habitats. Pindan Contracting supports a cigarette butt free environment and asks all smokers to please 'butt it and bin it' to protect the environment.

Tony Gerber  
Managing Director  
June 2018