



Office of Human Resource
Management

Nathan campus, Griffith University
170 Kessels Road
Nathan, Queensland 4111
Australia



griffith.edu.au

16 December 2015

Ms Sue Cawcutt
Research Director
Education, Tourism and Small Business Committee
Parliament House
George Street
Brisbane Qld 4000

Dear Ms Cawcutt,

Griffith University has designated its campuses as non-smoking except for in designated smoking areas. Campuses include:

- Nathan
- Mt Gravatt
- Logan
- Gold Coast

South Bank campus is excluded due to its location within South Bank Parklands which is managed by South Bank Corporation.

Griffith University has a Non-Smoking Policy which was updated and endorsed by University Council on 3 August 2015. The policy firmly states the University's stand on providing a safe and healthy environment for its staff, students and visitors whilst they undertake teaching, research, learning and other activities on campus. A copy of the policy is attached. We are supportive of providing cessation programs for those wanting to quit in the way of free, on campus programs monitored by medical practitioners.

The monitoring of keeping the campuses smoke-free is an obligation of everyone on campus, and the current approach is to redirect the smokers to the designated areas. Each semester the University runs awareness campaigns of our non-smoking campuses in the way of additional security guards to address non-compliance, flyers and handouts. Smoking is also covered in our induction processes.

The University does not issue penalties for those in breach of the policy although the policy does state that failure to comply may result in misconduct proceedings for both students and staff.

Future Considerations

Whilst the concept of having totally non-smoking campuses has its attraction, there are practical considerations that need to be carefully considered and addressed.

These include:

- Residences and campus locations. Our campuses are set in relatively isolated locations, that is, a person cannot easily walk off campus to smoke. Mt Gravatt and Nathan are situated in a bush-setting, and by 'forcing' people to be covert in smoking, they may venture off main walkways where the risk of fire from cigarette butts is a hazard to our campuses. Residences are on campus at both Nathan and Gold Coast. Having totally non-smoking campuses would be difficult to enforce outside of 'normal' business hours.
- The University has a large cohort of international students and staff who come from cultures where smoking is accepted.

If you have any further questions please do not hesitate to contact me on

[REDACTED]

Sincerely



Jennie Trinder
Senior Manager, Health and Safety
Griffith University

Non-Smoking Policy

Approving authority	University Council
Approval date	3 August 2015 (3/2015 meeting)
Advisor	For advice on this policy, contact your Group HR Staff
Next scheduled review	2017
Document URL	http://policies.griffith.edu.au/pdf/Non-Smoking Policy.pdf
TRIM document	2015/0000296
Description	This policy applies to staff, students, contractors and visitors to the University and identifies where the University prohibits smoking.

Related documents

[Health and Safety Policy](#)

[Student Charter](#)

Links to external documents

[Work Health and Safety Act 2011](#)

[Tobacco and Other Smoking Products Act 1998](#)

[Tobacco and Other Smoking Products Amendment Act 2004](#)

[Tobacco and Other Smoking Products Regulation 2010](#)

[\[Policy\]](#) [\[Scope\]](#) [\[Definitions and Terms\]](#) [\[Procedures\]](#) [\[Delegated Authorities\]](#)

1. POLICY

The University has a primary duty of care under the *Work Health and Safety Act 2011* to ensure a safe and healthy environment in which to work and study and as such, University Campuses are smoke-free except in designated smoking areas. This includes all smoking products and the following areas:

- On all Campuses and in all campus buildings or parts of buildings under the University's control
- in any outdoor area of a food outlet or any outdoor area where food and drink is provided; and
- in all University vehicles.

2. SCOPE

This procedure applies to all staff, unpaid appointments, students, contractors, volunteers and visitors while undertaking activities at/for the University either on or off Campus.

3. DEFINITIONS AND TERMS

Designated smoking areas are areas that are specifically approved by the Vice President (Corporate Services) to be used for the purposes of smoking.

Electronic cigarettes (e-cigarettes, e-cigars, vapour pens or a personal vapour) are any product where there is a hand to mouth action and results in the expulsion of a vapour.

Smoking Products are any tobacco product, herbal cigarette, loose smoking blend, cigarette papers, cigarette making machines, cigarette filters and electronic cigarettes.

4. PROCEDURES

4.1 Smoking Products

The policy applies to all smoking products, including those that do not contain tobacco.

4.1.1 Electronic Cigarettes

Whilst e-cigarettes do not contain tobacco, they are classed as a 'smoking product' and therefore are not permitted to be used in any non-smoking indoor or outdoor area of the University. They are not approved as an aid to quit smoking in Australia and are not listed under the Australian Register of Therapeutic Goods.

4.2 Designated Smoking Areas

Smoking is permitted within these areas and ashtrays are provided for the disposal of cigarette butts and bins for the disposal of rubbish. Butts are not to be placed within the rubbish bins – this creates a fire risk nor are they to be left on paths or in gardens.

4.3 Residences

All University student residences are smoke-free except for the approved designated smoking areas as detailed on campus maps.

4.4 Non-Compliance

Where non-compliance continues to be observed, the following options may be applied:

- For staff: address any breach of this process as misconduct;
- For students: take action in accordance with the University student misconduct policy;
- For contractors: inform the contractor of the University's Policy, if they refuse to comply, notify Security;
- For visitors: security to inform them of the University's policy and process and to leave the campus if they do not comply.

4.5 Support for smokers to quit

The University recognises ceasing to smoke can be difficult for some people and that support may be required. Refer to the Health and Safety website for information on support.

5. DELEGATED AUTHORITIES

The Vice President (Corporate Services) is responsible for the oversight of strategic direction and policy related to health and safety within the University.

Accountability for ensuring that health and safety management strategies are implemented at element level rests with the relevant Senior Managers of the Element.