

From: [Mary McGilvray](#)
To: [Education Tourism and Small Business Committee](#)
Cc: [Dave Povey](#); [Kanokwan Suwanphusaporn](#); [Sharon Geise](#)
Subject: RE: Inquiry into smoking and tobacco use at universities, technical and further education facilities, and registered training organisations
Date: Tuesday, 19 January 2016 2:41:39 PM
Attachments: [USQ Smoking Procedure.pdf](#)

Dear Ms Cawcutt

Thank you for the opportunity to offer a submission for the inquiry into smoking and tobacco use at universities, technical and further education facilities, and registered training organisations.

The University of Southern Queensland (USQ) has always been proactive in exercising a duty of care under the Workplace Health and Safety Act 2011 to provide and maintain a safe working environment and welcomes the opportunity to outline the arrangements in place to limit smoking at USQ campuses.

In 2011, in order to gauge the sentiment towards a smoke free environment, USQ conducted a survey of students and staff across the Toowoomba, Springfield and Fraser Coast campuses. The results indicated an overwhelming support for change to USQ's smoking policy. This feedback was considered by the University's Executive Workplace Health and Safety Committee with a recommendation made to the Vice-Chancellor's Committee in December 2011 including various options for consideration including a full non-smoking campus.

In recognition that a full ban on smoking would be problematic, smoking restrictions were limited to the introduction of a five metre exclusion zone around buildings including a four metre exclusion zone around food outlets and a 12 month trial of a smoke-free Quad (in Toowoomba) in 2012-2013. The changes made were generally received as a positive step towards improving our environmental health and safety and represented a meaningful step along the path towards our eventual goal of becoming a smoke-free campus.

In 2014, USQ took the next step in improving the environmental safety of its campuses by moving to a policy of smoking in designated areas only. The updated Smoking Procedure (Attachment 1) aims to ensure a smoke-free work environment is maintained and designated smoking areas are available for persons who wish to smoke. The procedure also requires compliance as a condition of employment.

Nine locations on the Toowoomba campus were designated as smoking areas with Kensington gazebos constructed as 'smoking huts'.

Quit smoking information sessions were also included as part of USQ's corporate Fit and Well program in order to continue to support the health and well-being of our students and staff.

Management will review the Smoking Procedure in 2017 and consider whether the USQ community is ready for a move to a totally smoke free campus (ie no designated smoking areas). It has been noted that the number of staff and students utilising the smoking huts has been gradually decreasing.

If you require any further information with respect to this submission, please do not hesitate to contact me.

Regards

Mary McGilvray
Senior Executive Officer to the Executive Director
Campus Services | University of Southern Queensland
Toowoomba | Queensland | 4350 | Australia



1 Purpose

To ensure a smoke-free work environment is maintained and designated smoking areas are available for persons who wish to smoke.

2 Scope

This procedure applies to all employees, students, contractors and visitors on a University campus, property or in a University vehicle.

3 Procedure Overview

This procedure details where it is permissible to smoke on University property and who is responsible for ensuring compliance.

4 Procedures

4.1 Designated smoking areas

Smoking is only permitted in designated smoking areas.

- Designated smoking areas are clearly identified by signage
- All other areas are smoke free.

4.2 Exemptions

There are no exemptions to this procedure.

4.3 Compliance

4.3.1 Employee compliance

Employee compliance with these procedures is a condition of employment.

4.3.2 Student/visitor compliance

All University students and visitors to the University are required to comply with the requirements of this procedure.

4.3.3 Non-compliance

Complaints regarding non-compliance with this procedure should be made, in the first instance, to the appropriate Category 4 Delegate or above, whose responsibility it is to enforce these procedures.

4.4 Recruitment

All appointees to the University will be informed of the University's position regarding smoking in the workplace.

5 References

Nil.

6 Schedules

This procedure must be read in conjunction with its subordinate schedules as provided in the table below.

7 Procedure Information

Subordinate Schedules	
Accountable Officer	Executive Director (Finance and People Capability)
Policy Type	University Procedure
Approved Date	1/9/2014
Effective Date	1/9/2014
Review Date	1/1/2017
Relevant Legislation	Work Health and Safety Act 2011 (Qld) Tobacco and Other Smoking Products Act 1998
Related Policies	Code of Conduct Policy
Related Procedures	
Related forms,	

publications and websites	
Definitions	Terms defined in the Definitions Dictionary
	Definitions that relate to this procedure only
Keywords	Smoking, designation smoking area, compliance, quitting, litter, drugs
TRIM Record No	13/439PL