



Smoking Policy

Approved By: ICPL#443/04/24/2023
Effective Date: May 24, 2023

Date for Review: Every 2 years
Previous Versions: GC#3/5/7/96;
GC#4/5/7/96; GC#154-03/12/2013

1. Purpose

1.1 Our smoking policy aims to create a respectful working environment for all employees and visitors.

2. Policy Statement

2.1 Six Nations of the Grand River (SNGR) recognizes that smoking affects individuals in different ways. In order to respect the differences of all individuals, smoking in SNGR workplaces will be controlled in accordance with this policy.

3. Scope

3.1 This policy applies to all Six Nations of the Grand River Workplaces, including; vehicles, buildings, and other facilities.

4. Definitions

4.1 *Smoking* – means the use, by combustion and inhalation or other means, of any tobacco or marijuana product including the use of smokeless (chew/spit) tobacco and vaping.

4.2 *SNGR* – means the entire Six Nations of the Grand River organization including Chief and Council.

4.3 *Workplace* – means any location owned or leased by SNGR where the business of SNGR is being conducted. This does not include residences, businesses, or other premises that are owned by third party(s) or rented or leased by third party(s) to SNGR.

5. Smoke Free Workplaces

5.1 Unless otherwise stated in this policy, smoking shall be prohibited inside all SNGR workplaces.

- 5.2 Smoking shall be prohibited within nine (9) meters of any entrance to a SNGR workplace.
- 5.3 Smoking shall be prohibited in all vehicles owned or leased by SNGR.
- 5.4 Signage may be erected and maintained at the entrances to SNGR workplaces that clearly indicate that smoking is not permitted within nine (9) meters of the entrance.
- 5.5 Employees shall be prohibited from smoking while performing their duties and responsibilities as a SNGR employee. This shall not preclude an employee from smoking on designated breaks and/or lunch.
- 5.6 Senior Directors shall ensure that receptacles for cigarette ‘butts’ and other smoking related waste are removed from entrances and other non-smoking areas. Senior Directors shall provide such receptacles in areas where smoking is permitted.
- 5.7 The smoking of marijuana is strictly prohibited on or in all SNGR property. If an employee requires the consumption of medical marijuana by smoking it for medical reasons, the employee will contact the Disability Management Coordinator to request accommodation.

6. Exemptions

- 6.1 The SNGR is committed to complying with its legal obligations under applicable human rights legislation. The SNGR is further committed to complying with applicable anti-smoking legislation and corresponding Indigenous traditional use exceptions (if applicable).
- 6.2 Requests for consumption during working hours, of medical cannabis and/or traditional use of tobacco for Indigenous ceremonial purposes, will be assessed on a case-by-case basis. Employees seeking accommodation must direct their request to the Disability Management Coordinator.

7. Enforcement

- 7.1 Supervisors shall ensure all employees and visitors adhere to this policy.
- 7.2 All violations of this policy by employees shall be dealt with in accordance with the *Employment Policy*.
- 7.3 Employees are encouraged to inform their immediate supervisor of anyone who fails to comply with this policy.
- 7.4 Visitors who do not adhere to this policy shall be asked to comply or leave the premises.

8. Responsibility

8.1 The Chief Executive Officer is the Procedural Authority and is authorized to approve any procedures, guidelines, and forms that are required for the implementation of this policy.

8.2 The Director of Policy, Records and Communication is the Position Responsible and is accountable for ensuring: the ongoing accuracy of the policy; that any procedures, guidelines, and forms are developed and approved by the Procedural Authority; that the policy is reviewed when scheduled; and that the distribution requirements are met.

8.3 The Senior Administration Team is the Implementation Position and is responsible for ensuring that the policy is implemented in a timely manner.

9. Related Documents

9.1 Employment Policy

9.2 Health and Safety Policy

10. Key Stakeholders

10.1 Six Nations of the Grand River Elected Council

10.2 Senior Administrative Team

10.3 Human Resources Department

10.4 Director of Policy Records and Communication

11. Distribution List

11.1 Chief Executive Officer

11.2 Health and Safety Officer

11.3 Director of Policy Records and Communication

11.4 Workplace Health and Safety Committees

12. Authorization

12.1 This policy was approved by Six Nations Elected Council at the General Council meeting held on March 12, 2013 by resolution No. **SNCR:#154-03/12/2013** to be effective on April 1, 2013.

- 12.2 This policy was amended and approved by Six Nations of the Grand River Elected Council at the Political Liaison meeting held on April 24, 2023 by ICPL#443/04/24/2023 to be effective on May 24, 2023.
- 12.3 This policy repeals and replaces resolution No. SNCR#154-03/12/2013 and any other policies or resolutions regarding smoking in SNGR workplaces, including any resolutions regarding designated smoking areas.