

SMOKE-FREE POLICY

Category	Governance
Policy Owner	General Counsel
Last review	12 November 2024
Next review	12 November 2029
Approved by	Vice Chancellor
Effective date	12 November 2024

1. PURPOSE:

The purpose of this policy is to provide a Smoke-Free environment for everyone who works, studies, visits, or has business at any University Campus and University Workplace.

2. POLICY:

No person, whether a staff member or visitor or other, shall Smoke Tobacco Product on any University Campus or in any University Workplace.

The total prohibition on Smoking applies 7 days a week, 24 hours a day.

3. DEFINITIONS:

Smoke and Smoking shall have the meaning set out in section 2 of the Smoke Free Environments Act 1990

Smoke-free: means free from exposure to any smoke produced from Tobacco or Tobacco Product.

Tobacco and Tobacco Product shall have the meaning set out in section 2 of the Smoke Free Environments Act 1990 and includes e-cigarettes and e-liquid.

University Campus means the AUT City Campus, AUT North Campus and AUT South Campus to the boundary of each property.

University Workplace: means:

- Any indoor or outdoor area, within a building or on a building, or structure that is owned or occupied by the University; and
- any area used by staff, students and volunteers during the course of their employment or study; and
- includes buildings, sites, grounds, offices, common areas, hostels, staff accommodation, areas leased by the University and University vehicles.

4. SCOPE:

This Policy applies to all University employees, students, visitors, contractors, volunteers and any person on any University Campus or in any University Workplace at any time, for any reason.

5. LEGISLATION AND COMPLIANCE:

Smoke-Free Environments Act 1990

The Health & Safety at Work Act 2015

A breach of this Policy may be investigated as a breach of legal compliance or as a breach of University policy and be dealt with as a formal complaint against the person who is Smoking.

Complaints may be made by AUT security or by any other person and should be made in the first instance, to the person who is Smoking.

If the situation is not resolved, and the person continues to Smoke Tobacco Product in the University Workplace, a written complaint may given to a person in a position of responsibility of that person, for example, to that person's manager or to a Head of Department/ School/Institute/Unit /Centre or a complaint may be made to General Counsel.

6. RELATED PROCEDURES/DOCUMENTS:

7. DOCUMENT MANAGEMENT AND CONTROL:

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