

# NO SMOKING POLICY

## POLICY:

By the very definition and nature of our business and industry, smoking when recognisable as a Fernwood Womens Health Club employee is prohibited, as well as when dealing with any person that has business with Fernwood Womens Health Clubs.

## Guidelines

1. Smoking is prohibited in all Fernwood Womens Health Clubs and associated buildings
2. Fernwood upholds the right of an individual to work in a smoke-free environment
3. There is no provision for the designation of smoking-permitted rooms or areas in buildings controlled by Fernwood Womens Health Clubs
4. Smoking is not permitted in basements, balconies, loading bays, or within 10 metres of an entrance or air-conditioning unit of Fernwood Womens Health Club buildings
5. Permanently fixed ashtrays to be provided at the edge of exclusion zones to encourage responsible disposal of cigarette butts
6. Permanent signs to be posted in problem areas indicating a "No Smoking Area"
7. Fernwood Womens Health Clubs' no smoking policy is recognised as an Occupational Health & Safety responsibility
8. ALL employment applicants to Fernwood Womens Health Clubs shall be informed of the policy in regard to smoking in the workplace
9. Fernwood Womens Health Clubs staff must NOT smoke when wearing Fernwood uniform or driving in a company car, where they are recognisable as employees
10. Employees will NOT smoke when interacting with colleagues, members, franchisees or suppliers in a Fernwood Womens Health Club, the office or in the field.

*Any breach of this policy will lead to disciplinary action.*

Office use only:

Updated by: **Rosabel Capasso**    Date: **February 2007**