

## **Smoking and Tobacco Policy**

Environmental Health and Safety/Safety and Security

Policy S.3

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### **1.0 Purpose**

- 1.1 The primary purpose of this Policy is to enable the overall health and well-being of all members of the University Community. This Policy also serves to:
  - 1.1.1 confirm UNB's commitment to a healthy and safe environment;
  - 1.1.2 diminish exposure to smoking and promote health and safety by making all UNB campuses smoke free as of September 1, 2022;
  - 1.1.3 support reduction and cessation of smoking through education, culture change and increased access to resources and support such as counselling and medication;
  - 1.1.4 acknowledge that some traditional spiritual or cultural ceremonies involve the use of ceremonial tobacco and respect such traditions;
  - 1.1.5 increase awareness about the detrimental impact smoking has on health and well-being; and
  - 1.1.6 establish the responsibility of roles, as outlined in this Policy, who are in a position to make or influence decisions at UNB to comply with and enforce the policy.

### **2.0 Applicability**

- 2.1 This Policy applies to all Members of the University Community ("Community Members"). Community Members include, but are not limited to: students (graduate, undergraduate, and continuing education), staff, faculty, postdoctoral fellows, adjunct professors, visiting professors, sessional faculty, teaching assistants, clinical faculty, librarians, medical residents, volunteers, visitors, observers, contractors, and institutional administrators and officials representing UNB.
- 2.2 This Policy applies to all University Campus Property in Fredericton, Saint John and Moncton, which is defined as including:
  - 2.3 academic, meeting, living and workspaces whether owned or leased by UNB;
  - 2.4 vehicles owned and/or operated as part of UNB-related activities;
  - 2.5 All areas related to parking, roadways, and thoroughfares;

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- 2.6 All wooded or otherwise unimproved areas adjacent to a UNB campus and owned by UNB; and
- 2.7 All premises on the Saint John campus leased by UNB to the New Brunswick Community College and Dalhousie Medicine New Brunswick.

### **3.0 Definitions**

- 3.1 Electronic Smoking Device(s): Any product containing or delivering nicotine or any other substance intended for human consumption that can be used by a person in any manner for the purpose of inhaling vapour or aerosol from the product. The term includes any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, e-hookah, or vape pen, Juul, or under any other product name or descriptor.
- 3.2 Hookah: Waterpipes and any associated products and devices which are used to produce fumes, smoke, and/or vapor from the burning of material including, but not limited to, tobacco, shisha, or other plant matter.
- 3.3 Smoking: Inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, active Electronic Smoking Device or Hookah, whether natural or synthetic, in any manner or in any form. This definition does not include emissions from University approved-for-use equipment, e.g. smoke machines, approved pyrotechnics.
- 3.4 Tobacco Product(s): Any substance containing tobacco leaf, including but not limited to, cigarettes, cigars, pipes, hookah (waterpipe), shisha, snuff, chew, dip, bidis, blunts, clove cigarettes, or any other preparation of tobacco.
- 3.5 University Campus Property: as defined in Section 2.2 above.
- 3.6 Vehicle: Any and all modes used for transporting people or goods, such as a car, golf cart, truck, bus.

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### **4.0 Implementation**

#### Smoking Prohibited

- 4.1 Smoking is prohibited inside any building located on University Campus Property and any vehicle owned and/or operated as part of UNB-related activities.
- 4.2 As of September 1, 2022, smoking shall be prohibited anywhere on University Campus Property, including in all outdoor spaces.

#### Exemptions

- 4.3 The use of nicotine replacement therapy products, e.g. patches, for use in treating nicotine or tobacco dependence is permitted by the Policy.
- 4.4 UNB recognizes the unique relationship that many Indigenous cultures have with traditional and sacred medicines such as tobacco, sweet grass, sage, and cedar, among others. The Burning of Sacred Medicines is permitted within the Mi'kmaq-Wolastoqey Centre, in spaces operated/occupied by Nutsipiluwewicik (the Indigenous Nursing Initiative) and as otherwise permitted under this section. Applications for exemptions for other areas of the University shall be made under the process to be established by the University. The purpose of this procedure is to support an environment that is inclusive and welcoming while ensuring that the burning of these medicines is conducted safely and in compliance with all applicable legislation and standards.
- 4.5 UNB recognizes that cannabis may be prescribed for medical purposes and is committed to complying with its Duty to Accommodate where such prescriptions are brought to its attention by students, staff or faculty:
  - 4.5.1 Employees of the University should follow existing processes to apply for workplace accommodations;
  - 4.5.2 Students living in residence should follow existing processes to apply for health-related accommodations within the residence community;
  - 4.5.3 Students seeking an accommodation to be permitted to use cannabis on campus should apply to the Student Accessibility Centre to arrange such accommodation.

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### Accountability and Enforcement

- 4.6 Reasonable care and diligence shall be exercised to prevent contravention of the laws of the Province of New Brunswick and this Policy. The University has identified roles and responsibilities as follows:
- 4.6.1 the Vice-President (Academic) Fredericton, the Vice-President (Saint John) and the Vice-President (Administration and Finance) are responsible:
    - 4.6.1.1 for ensuring that the parties or party responsible for the day-to-day implementation and enforcement of this Policy fulfill those responsibilities accordingly; and
    - 4.6.1.2 for monitoring this Policy and for ensuring compliance.
  - 4.6.2 Managers will ensure that:
    - 4.6.2.1 employees they supervise are notified of the Policy;
    - 4.6.2.2 resources and support necessary to ensure compliance with this Policy are provided as required;
    - 4.6.2.3 appropriate administrative action for non-compliance with the Policy is taken;
    - 4.6.2.4 employees are provided with direction to cessation support services when requested; and
    - 4.6.2.5 employees seeking accommodation for medical purposes are provided with direction and support in arranging such accommodation.
  - 4.6.3 All departments that engage in drafting and executing contracts are responsible for ensuring that their contracts for third-party work (contractors) on University property clearly state that the University is tobacco and smoke-free.
  - 4.6.4 Community Members are responsible:
    - 4.6.4.1 to be in compliance with this Policy and are encouraged to communicate this Policy to other Community Members;
    - 4.6.4.2 to behave with courtesy, respect, and cooperation, not only in complying but also in encouraging the compliance of others;
    - 4.6.4.3 should they choose to smoke or use tobacco products in areas surrounding the University, to avoid littering, to respect municipal by-laws and provincial legislation, and to be considerate of neighbouring residents, businesses, and institutions.

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- 4.6.5 Capital Planning and Operations in Fredericton and Facilities Management in Saint John will:
  - 4.6.5.1 post and maintain appropriate signs throughout the University. The type and location of signs shall comply with legislative mandates and the goals of the Policy. Requests for additional signage will be considered and addressed as appropriate;
  - 4.6.5.2 provide adequate waste receptacles for areas on the perimeter of University Property, if applicable;
  - 4.6.5.3 monitor and remove smoking-related refuse found on University Property; and
  - 4.6.5.4 through Security & Traffic in Fredericton and Environmental Health, Safety & Security in Saint John, monitor and ensure compliance in accordance with the protocol approved by the Vice-President (Academic) Fredericton, the Vice-President (Saint John) and the Vice-President (Finance and Administration) from time-to-time and in compliance with regulatory provisions. Such protocols shall be designed in accordance with existing student, staff and/or faculty disciplinary procedures, as applicable.
- 4.6.6 Student Services will ensure health promotion efforts are undertaken with respect to cessation and supports for students. They will also provide direction to cessation support services when requested by students.
- 4.6.7 The Office of the University Secretary will enforce the Policy where appropriate through application of the Student Discipline Code and related regulations.
- 4.6.8 Human Resources and Organizational Development will:
  - 4.6.8.1 ensure health promotion efforts are undertaken with respect to cessation and supports for employee groups;
  - 4.6.8.2 provide direction to cessation support services when requested by staff and faculty;
  - 4.6.8.3 enforce the Policy where appropriate in accordance with established disciplinary policies and procedures and by the terms of existing contracts of employment or collective agreements, where applicable; and

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- 4.6.8.4 provide support and assistance to faculty, staff and supervisors in addressing requests for health-related accommodations in relation to this Policy.

### Supports

- 4.7 The University will undertake education efforts related to smoking cessation in partnership with New Brunswick Public Health, as appropriate. To assist faculty, staff and students who wish to reduce or stop use of tobacco products, the University will offer nicotine replacement therapy and other cessation support. Any concern or question about the interpretation or application of this Policy can be directed to:
  - 4.7.1 Student Health Centre for cessation support for students;
  - 4.7.2 Human Resources and Organizational Development for cessation support for faculty and staff;
  - 4.7.3 Capital Planning and Operations in Fredericton and Facilities Management in Saint John for signage, cleaning, and/or related physical property related matters; and
  - 4.7.4 Security & Traffic in Fredericton and Environmental Health, Safety & Security in Saint John for enforcement matters.

### Related Policies, Procedures and other Documents

- 4.8 This Policy is to be read in conjunction with the following statutes, University policies and practices or collective agreement provisions. Any question of the application of this Policy or related policies shall be determined by the Vice-President Administration, and in conjunction with the administrator of the other policy or policies. The University reserves the right to amend or add to the University's policies and statements from time to time. The below is not a comprehensive list.
  - 4.8.1 New Brunswick *Human Rights Act*
  - 4.8.2 UNB Policies on Drugs and Alcohol
  - 4.8.3 UNB Policy on Academic Accommodation of Students with Disabilities
  - 4.8.4 Okanagan Charter: An International Charter for Health Promoting Universities and Colleges
  - 4.8.5 UNB's Smoke-Free University Guideline
  - 4.8.6 UNB's Smoking and Pipe Ceremony Policy

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- 4.8.7 UNB's General Regulation on Conduct and Student Disciplinary Code
- 4.8.8 UNB's Workplace and Environmental Health and Safety Policy
- 4.8.9 UNB's Smoke Free University Toolkit for Managers & Leaders
- 4.8.10 UNB's Policy on Workplace Accommodation

### **5.0 Interpretation and Questions**

- 5.1 This Policy will be interpreted in accordance with the New Brunswick *Human Rights Act*, as amended from time to time.
  
- 5.2 Questions concerning this policy on the Fredericton campus may be directed to the Environmental Health and Safety Office at (506) 453-5075 or [safety@unb.ca](mailto:safety@unb.ca) and on the Saint John campus may be directed to the Safety and Security Office at (506) 648-5675 or [dgill@unb.ca](mailto:dgill@unb.ca) .