

Introduction

Occupational Health and Safety legislation requires Giovenco Industries (Aust) Pty Ltd to protect employees, contractors and others in the workplace from workplace hazards, including potentially harmful air contaminants. There is now clear evidence that active and passive smoking is not healthy and causes a range of serious illnesses and in some cases, death.

Giovenco Industries “No Smoking Policy” ensures that, as an employer, Giovenco Industries continues to address its duty of care responsibilities in respect of employees and contractors regarding active and passive smoking.

Objectives

- Protecting all employees and visitors from exposure to tobacco smoke;
- Maintaining a totally smoke free working environment; and:
- Supporting employees to improve their health and wellbeing.

Policy

Giovenco Industries will provide a smoke free work environment. Smoking by employees, contractor or others in the workplace is prohibited. Official meal and rest breaks as agreed with their manager and or specified in the employees or contractors employment agreement are exempt from this directive.

No employee will be permitted to smoke in any location of any premises or site that the company owns, leases, rents or works on unless in properly provided and marked smoking areas that may be provided from time to time by the owners of the premises or site. An employee or contractor should consult his or her manager for advise as to “if” there is such a designated smoking area on the premises or site on which they work and the location of the designated smoking area.

This policy also applies to premises where a building is shared with a number of other companies. Smoking is banned at all times in Giovenco Industries vehicles and equipment of any sort, such as cranes, forklifts, etc.

Support programs

We value our employees and recognise they can best fulfil their statutory duties when healthy. Giovenco Industries supports its employees who wish to quit smoking and will offer advice on where an employee can attend Courses or seminars to help them quit smoking and Giovenco Industries will arrange appointment for any employee who wishes to quit smoking.

Further information on quit smoking programs can be obtained from the Giovenco Industries Human Resources Department or your safety advisor, alternatively you can contact the Quitline 137 848.



Role of Managers

All employees, contractors and others in the workplace are expected to comply with the policy and managers play a key role in communicating the expectations to employees and in dealing with breaches. Managers must ensure on a regular basis that their employees and any contractors for whom they are responsible are aware of the policy, how breaches will be dealt with and the support that is available.

The appropriate outcomes sought from the discussion should be that employees are made aware of:

- The policy
- Support offered by Giovenco Industries to assist in complying with the policy
- That any breach in the policy will result in action under the relevant legislation and/or terms of employment.

Paul Giovenco

Group Managing Director
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