

**CÉGEP HERITAGE COLLEGE
POLICY # 21**

**CONCERNING
TOBACCO USAGE**

COMING INTO FORCE: February 23, 1999
REVISED: December 13, 2012
ADMINISTRATOR: Director General

CÉGEP HERITAGE COLLEGE POLICY #21

CONCERNING PROTECTION AGAINST TOBACCO SMOKE

Preamble¹

Policy #21 concerning Tobacco Usage was established in accordance with the *Law Concerning Protection of Non-Smokers in Certain Public Places* (L.R.Q. chapter P-38.01), the object of which is to regulate the use of tobacco in certain public places with a view to protecting the health and well-being of non-smokers.

The Law, which came into force on January 1, 1987, followed by *Projet de loi 444*, which came into force in 1998, and *Projet de loi 112*, adopted June 16, 2005, is intended to enhance the quality of ambient air in order to protect non-smokers in public places and provide the best possible quality of life and a healthier environment for everyone.

Under the Law, the officials of public bodies are responsible for the protection of non-smokers in their establishments by means of the designation of certain public places where smoking is prohibited.

ARTICLE 1

Purpose

The goal of the present policy is to prohibit the use of tobacco which includes the use of electronic cigarettes (with or without nicotine) and the sale of tobacco and electronic cigarettes within the boundaries of the car circulation area outside the College building and its Pontiac Campus. The use of tobacco and electronic cigarettes may take place beyond the beltway surrounding the College building, and outside the car circulation area of the Pontiac Campus.

The objectives of the present policy are:

- to maintain a healthy environment which promotes a better quality of life both at school and at work; and
- to promote healthy habits with a view to protecting public health.

ARTICLE 2

Application

¹ See the Glossary for explanations of frequently-used terms.

The present policy applies to all areas of the College, as specified in the first paragraph of article 1, and to any other building that may be placed under the management of the College.

ARTICLE 3

Provisions

Within the framework of the Law and the objectives of the present policy, any person contravening the present policy is subject to the following measures:

- a first offense results in a warning, which takes the form of a written notice;
- a second offense results in the issuance of a second written notice followed by an interview with the appropriate College administrator, and may result in the assignment of community work;
- a third offense results in a fine, which is issued on behalf of the Attorney General.

ARTICLE 4

Roles and Responsibilities

4.1 Individuals

College personnel, students, visitors and any other persons on College premises are responsible for complying with the present policy.

4.2 Director General

The applications of the Law and of the present policy are the responsibility of the Director General, who must take the appropriate measures to ensure the execution of its provisions and may, in writing and in the manner deemed to be appropriate, delegate the functions emanating therefrom. The Director General names inspectors, and ensures the proper management of complaints concerning the dossier.

The Director General ensures that the smoking restriction is advertised through notices depicting the international non-smoking symbol. Such notices are to be placed in plain public view in all trafficked areas. No person may remove or damage any sign posted in accordance with the provisions of the present

CÉGEP HERITAGE COLLEGE POLICY #21 CONCERNING PROTECTION AGAINST TOBACCO SMOKE

policy. The College informs its clientele and its personnel of the present policy by the use of these notices.

4.3 The Inspector

The inspector, designated by the Director General and duly accredited by virtue of the Law, has the authority to verify the application of the Law and of the present policy. To this end, this individual may have access to any area of the College to monitor adherence to the present policy. The inspector is responsible for issuing non-smoking notices and related fines, and for reporting every offense to the Director of Building Services.

4.4 The Board of Governors

The Board of Governors adopts the present policy and any revisions thereto.

ARTICLE 5 Revision

The present policy will be reviewed at least every five (5) years, and revised when deemed necessary.

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GLOSSARY

College: Cégep Heritage College

Law: *Law Concerning Protection of Non-Smokers in Designated Public Places*
(L.R.Q. chapter P-38-01).

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Related Documents

This document is to be used in conjunction with:

- *Law Concerning Protection of Non-Smokers in Designated Public Places (L.R.Q. chapter P-38-01)*²

² Copies of this document are available from Services Québec.