

SMOKE-FREE ENVIRONMENT POLICY 2019

The Vice-Chancellor and Principal as delegate of the Senate of the University of Sydney, adopts the following policy.

Dated: 19 December 2018

Last amended: 21 October 2022 (administrative amendments)
20 February 2023 (administrative amendments)
11 April 2023 (administrative amendments)
2 July 2024 (administrative amendments)

Position: Vice-Chancellor and Principal

Current Policy Approver: Vice-President, Operations

CONTENTS

1	Name of policy	1
2	Commencement	1
3	Policy is binding	2
4	Statement of intent	2
5	Application	2
6	Definitions	2
7	A smoke-free University	3
8	Sale of smoking and vaping products	4
9	Tobacco industry funding	4
10	Designated smoking and vaping areas	4
11	Compliance	4
12	Rescissions and replacements	5
	Notes	6
	Amendment history.....	6

1 Name of policy

This is the Smoke-Free Environment Policy 2019.

2 Commencement

This policy commences on 22 January 2019.

3 Policy is binding

Except to the extent that a contrary intention is expressed, this policy binds the University, staff, students, visitors and affiliates.

4 Statement of intent

- (1) Consistently with its values of respect and integrity, and diversity and inclusion, the University is committed to providing a safe and healthy learning and working environment.

Note: See also [Work Health and Safety Policy](#).

- (2) This policy:
- (a) recognises the adverse effects of smoking and vaping, including passive smoking;
 - (b) prohibits smoking and vaping:
 - (i) on all University lands except for designated smoking areas; and
 - (ii) in University owned or controlled vehicles;
 - (c) prohibits the sale of all smoking products on University lands.

5 Application

This policy applies to:

- (a) staff, students, affiliates and visitors; and
- (b) all University lands.

6 Definitions

affiliate has the meaning given in the [Staff and Affiliates Code of Conduct](#)

At the date of this policy this is:

means a person appointed or engaged by the University to perform duties or functions on its behalf, including but not limited to:

- an honorary title holder engaged under the Honorary Titles Policy 2013;
- a consultant or contractor to the University; and
- an office holder in a University entity, a member of any University committee, board or foundation.

An affiliate is not an employee of the University.



- e-cigarette (vape)** means a device containing liquid chemicals designed to generate or release an aerosol or vapour (whether or not containing nicotine):
- by electronic means
 - for inhalation by its user in a manner that replicates or produces an experience similar to the inhalation of smoke from an ignited smoking product (whether or not using tobacco).
- smoke** means:
- in relation to tobacco or any other product intended to be smoked: to smoke, hold or otherwise have control over, the product when it is ignited; or
 - in relation to an e-cigarette (vape): to use, hold or otherwise have control over, the e-cigarette when it is generating or releasing an aerosol or vapour.
- passive smoking** means the act of inhaling atomised particles from smoking or vaping by others or smoking products used by others.
- smoking or vaping products** includes any product intended to be smoked or inhaled through vaping and any implement or accessory for use in connection with such a product. This includes, but is not limited to:
- cigarette papers
 - pipes
 - cigarette holders
 - hookahs
 - water pipes
 - cartridge, capsule or other container designed to hold substances for use in an e-cigarette (vape)
 - heating element designed for use in an e-cigarette (vape)
 - liquid chemicals heated in a vape to produce a vapour for inhalation

University lands has the meaning given in the Campus Access Policy. This is::

includes any land or road occupied or used by, or in connection with, the University. This includes:

- all or part of any building or structure; and
- any land used or occupied in connection with a building or structure..

7 A smoke-free University

Except where permitted under clause 10 of this policy, smoking and vaping is prohibited:

- (a) on all University lands; and
- (b) in any University owned or controlled vehicle.

8 Sale of smoking and vaping products

Tobacco, smoking and vaping products must not be sold on University lands through retail outlets, vending machines or otherwise.

9 Tobacco industry funding

The University will not:

- (a) accept funding or sponsorship from the tobacco and e-cigarette (vape) industries or related entities for any purpose; or
- (b) make direct investment in companies directly involved in the tobacco and e-cigarette (vape) industries.

10 Designated smoking and vaping areas

- (1) The Chief Health and Safety Officer in consultation with the Chief University Infrastructure Officer, may designate areas where smoking is permitted.
- (2) A tenant of a University owned student residence may apply to the Chief Health and Safety Officer, who will consult with the Chief University Infrastructure Officer, for a designated outdoor smoking area in the vicinity of the residence.
- (3) The location of a designated area must be compliant with the [Smoke-free Environment Act 2000 \(NSW\)](#).

Note: Refer to the [safety health and wellbeing website](#) for smoke-free guidelines and the location of the designated smoking areas on each campus.

11 Compliance

- (1) The University will:
 - (a) inform staff, students, affiliates and visitors of this policy through:
 - (i) the University website;
 - (ii) induction and enrolment processes;
 - (iii) appropriate signage at the main entrances to University campuses and outside all buildings and other areas as required; and
 - (iv) inclusion in information and documents associated with events.
 - (b) make information and resources on quitting smoking available to staff and students, and enable access to these where appropriate.

Note: Refer to the [safety health and wellbeing website](#) for information on quitting smoking and smoke free guidelines.
- (2) Smokers in designated smoking areas must fully extinguish cigarette butts and e-cigarettes (vapes), and ensure all by-products are disposed of without littering.
- (3) Members of the University community are encouraged to politely inform any smokers that the University is a smoke-free campus and direct them to a designated smoking area as required.



- (4) Mobile Field Team Officers and Protective Services, as members of the University community and as part of their day to day duties, will assist in promoting compliance with this policy by:
 - (a) informing individuals who smoke on campus of the requirements of this policy; and
 - (b) reporting to the Chief Health and Safety Officer, any areas where a continued prevalence of smoking occurs.
- (5) Mobile Field Team Officers and Protective Services may require smokers who do not comply with this policy to leave University lands.

Note: Failure to comply with such a request may lead to revocation of an individual's permission to be on University lands. See [Campus Access Policy](#).

- (6) Repeated and serious breaches of the policy should be reported to:
 - (a) the Chief Human Resources Officer, in the case of a staff member;
 - (b) the DVC (Education), in the case of a student;
 - (c) the relevant Executive Supervisor of the unit, in the case of a contractor or other affiliate;
 - (d) Protective Services, in the case of a visitor, who will escort the visitor off campus.

Note: See also [Campus Access Policy](#).

12 Rescissions and replacements

This document replaces the following, which are rescinded as from the date of commencement of this document:

- (a) Smoke-Free Environment Policy 2012, which commenced on 30 January 2012.
- (b) Smoke-Free Environment Procedures 2012, which commenced on 30 January 2012.
- (c) Tobacco Industry Funding (Senate ruling), which commenced on 2 September 2003.

NOTES

Smoke-Free Environment Policy 2019

Date adopted: 19 December 2018

Date commenced: 22 January 2019

Last amended: 21 October 2022 (administrative amendments)
20 February 2023 (administrative amendments)
2 July 2024 (administrative amendments)

Current Policy Owner: Chief Health and Safety Officer

Review date: 22 January 2024

Rescinded documents: *Smoke-Free Environment Policy 2012*
Smoke-Free Environment Procedures 2012
Tobacco Industry Funding Policy

Related documents: Public Health (Tobacco) Act 2008 (NSW)
[Smoke-free Environment Act 2000 \(NSW\)](#)
[Smoke-Free Environment Regulation 2016 \(NSW\)](#)
[Workers Compensation Act 1987 \(NSW\)](#)
[Work Health and Safety Act 2011 \(NSW\)](#)
[Campus Access Policy](#)
[Work Health and Safety Policy](#)
[Staff and Affiliates Code of Conduct](#)
[Student Charter](#)
[Smoke-free Guidelines](#)

AMENDMENT HISTORY

Provision	Amendment	Commencing
Definitions	Add definitions of e-cigarette; passive smoking and smoking products	22 January 2019
4; 5; 7; 8; 9; 10 and 11	Replaced old clauses with new clauses to reflect work health and safety issues, legislation and compliance.	22 January 2019



Provision	Amendment	Commencing
10; 11 and related documents	Updated links	21 October 2022
Clause 4(2)(a) and (b)	Added 'vaping'	20 February 2023
Definitions	Added 'vape' and a reference to liquid chemicals to e-cigarette definition. Added 'vape' to smoke definition Added 'vaping' to passive smoking definition Added 'or vaping' and 'vape' and reference to liquid chemicals to smoking definition	20 February 2023
Clauses 7, 8, 9, 11	Added 'vaping' and 'vape'	20 February 2023
Clause 10, 11	Added 'vaping' Updated titles	20 February 2023
Various	Updated links	20 February 2023
Clause 10(1) and (2)	Replaced Chief Human Resources Officer with Chief Health and Safety Officer	20 February 2023
Clause 10	Updated Chief Health and Safety Officer to Chief Health and Safety Officer Updated Director Campus Infrastructure Services to Chief University Infrastructure Officer	20 February 2023
Clause 11(4), (5) and (6)	Updated Campus Assist Officers to Mobile Field Team Officers and Security Patrol Officers to Protective Services.	20 February 2023
Notes	Amended Policy Administrator from Chief Human Resources Officer to Vice-President (Operations)	20 February 2023
Page 1; Notes	Amended Determining Authority from Vice-Chancellor and Principal, to Current Policy Approver: Vice-President (Operations). Amended Policy Administrator from Vice-President (Operations) to Current Policy Owner: Chief Health and Safety Officer	11 April 2023
6	Amended definition of 'affiliate' to align with Staff and Affiliates Code of Conduct.	2 July 2024



Provision	Amendment	Commencing
6	amended definition of 'University lands' to align with Campus Access Policy.	2 July 2024
6; related documents	'Code of Conduct – Staff and Affiliates' replaced with 'Staff and Affiliates Code of Conduct'	2 July 2024
6; 11(5) note; 11(6)(d) note; related documents	'University of Sydney (Campus Access) Rule 2009' replaced with 'Campus Access Policy'.	2 July 2024
11(5) note	'Failure to comply with such a request may lead to termination of an individual's licence to enter University lands' replaced with 'Failure to comply with such a request may lead to revocation of an individual's permission to be on University lands.'	2 July 2024
related documents	'Code of Conduct for Students' replaced with 'Student Charter'	2 July 2024
Throughout	Administrative amendments to remove the year in policy references	2 July 2024