

University of Prince Edward Island	Policy No. admhrdohs0007	Revision No. 2
Policy Title: Smoke-Free Campus Policy		Page 1 of 4
Creation Date: June 19, 2007	Version Date: October 4, 2018	Review Date: October, 2023
Policy Approval Authority: UPEI Board of Governors	Designated Executive Office: Vice-President, Administration and Finance	Access: W

1. Purpose

- 1.1 To provide a safe and healthy working and learning environment for University Community Members and visitors.

2. Scope

- 2.1 This policy applies to every person present on Campus.

3. Responsibilities

- 3.1 This Policy is authorized by the Board of Governors.
- 3.2 The development, maintenance and administration of this Policy is the responsibility of the Vice-President, Finance & Administration.

4. Definitions

- 4.1 In this Policy,
- (a) **Campus** means the University campus located at 550 University Avenue, Charlottetown, Prince Edward Island, and any other property and buildings owned or controlled the University.
- (b) **Cannabis** means cannabis as defined in the *Cannabis Act* (Canada);
- (c) **Electronic Smoking Device** means an electronic or battery-operated device used or intended to be used to deliver vapourized solutions by inhalation from the device in a manner that resembles smoking tobacco, cannabis, or other substances, such as an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic waterpipe.
- (d) **Medical Use Cannabis** means cannabis used for medical purposes:
- (i) within the meaning of the Access to Cannabis for Medical Purposes Regulations under the *Controlled Drugs and Substances Act* (Canada), or

- (ii) in accordance with a court order;
- (e) **Smoke**, as a verb, means to smoke, utilize, hold or otherwise have control over
 - (i) An ignited tobacco product, ignited cannabis or another ignited product or substance that is intended to be smoked, or
 - (ii) An operating electronic smoking device, waterpipe or other device or instrument used or intended to be used to deliver vapour or smoke by inhalation from the device in a manner that resembles smoking tobacco, cannabis, or other substances.
- (f) **Tobacco Product** means a product manufactured from tobacco and intended to be smoked.
- (g) **University** means the University of Prince Edward Island.
- (h) **University Community Members** includes faculty members, librarians, employees, and students of the University, both full and part time; members of the University's Board of Governors, any other person who teaches, conducts research, or works or volunteers at or under the auspices of the University.
- (i) **Waterpipe** means an instrument used or intended to be used to smoke tobacco, cannabis or other products, in which smoke generated during its operation passes through a liquid before it may be inhaled from the instrument.

5. Policy

Smoke-free Campus

- 5.1 Smoking is prohibited on Campus.
- 5.2 Smoking is prohibited inside any motor vehicle owned or leased by the University.

Other Prohibitions

- 5.3 The purchase, sale, distribution, advertising, and promotion of Tobacco Products or Cannabis is strictly prohibited on Campus.
- 5.4 Subject to the prohibitions contained in this Policy, all persons present on Campus shall comply with all federal and provincial laws in respect of Tobacco Products and Cannabis.

Signage

- 5.5 The University shall, in accordance with the *Smoke-free Places Act*, post signage indicating that Smoking is not permitted on Campus,
- 5.6 Signage must be approved by the Vice-President, Finance & Administration prior to posting.

Exceptions

- 5.7 Provided prior permission is sought in writing, the Director, Facilities Management may make exceptions to this Policy in order to accommodate the use of Tobacco Products in connection with indigenous cultural practices conducted on Campus.
- 5.8 Use of Medical Use Cannabis on Campus will be addressed through the University's existing accommodation processes.

Enforcement

- 5.9 Violations of this policy may be reported to Security Services for enforcement.
- 5.10 Security Services may require persons in violation of this Policy to leave Campus immediately.
- 5.11 University Community Members who violate this Policy are subject to discipline.
- 5.12 Non-University Community Members who violate this Policy may be temporarily or permanently prohibited from attending Campus.
- 5.13 Violations of this Policy shall be reported as follows:

Offending Party	Responsible Party
Student	to the Director of Student Services (violations by Students in University residences shall also be reported to the Director of Ancillary Services)
Staff	to the Manager of Human Resources, who will forward the complaint to the appropriate Director
Faculty	to the Manager of Human Resources, who will forward the complaint to the Vice-President, Academic and Research
Visitors	to Security Services
Contractors	to the Vice-President, Administration and Finance

6. Review

- 6.1 The Health and Safety Manager, in consultation with the UPEI Joint Occupational Health and Safety Committee, shall review this Policy annually.
- 6.2 The Vice-President, Finance & Administration shall review this Policy at least once every five years.