



Smoking and Vaping Policy [R7M-HR-POL-012 Rev CO 20240306]

Purpose

The purpose of this smoking and vaping policy is to ensure a healthy and comfortable environment for all employees, visitors, and stakeholders within all Red7Marine sites. This policy outlines the guidelines and restrictions related to smoking and vaping on company premises.

This policy applies to all employees, contractors, visitors, and any individuals present on Red7Marine premises, whether owned, leased, or rented, including indoor and outdoor areas.

Smoking and Vaping Restrictions

Smoking and vaping are prohibited in all indoor areas of any of our premises' including but not limited to offices, conference rooms, hallways, restrooms, elevators, and common areas.

Designated Smoking and Vaping Areas

Designated smoking and vaping areas will be established for those who wish to smoke or vape. These areas will be clearly marked and located away from entrances and high-traffic areas to prevent exposure to second-hand smoke or aerosols. Designated areas will be equipped with proper disposal units for cigarette butts and vaping materials.

Outdoor Areas

Smoking and vaping are allowed in designated outdoor areas. However, individuals are expected to be considerate of non-smokers and dispose of cigarette butts and vaping materials responsibly.

Health and Safety Considerations

The company acknowledges the health risks associated with smoking and vaping and encourages employees who use these products to seek information and resources for smoking cessation or vaping cessation programs.

Enforcement

All employees, visitors, and stakeholders are expected to adhere to this policy. Managers and supervisors are responsible for ensuring compliance within their respective teams and addressing any violations. Repeated violations of this policy may result in disciplinary actions in line with company policies.



Kristen Branford
20240306

Signed:

Position in Company: Managing Director

Date: 20240306