



**CONDITIONS OF SERVICE FOR EMPLOYEES OF THE  
UNIVERSITY OF JOHANNESBURG**

**EFFECTIVE DATE: 1 January 2006**

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<b>Custodian</b>	<b>Executive Director: Human Resources</b>
<b>Responsible Division</b>	<b>Human Resources</b>
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<b>Approved by</b>	<b>Council (Employment Conditions Committee of Council)</b>
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<b>Amendments</b>	<b>C1 (1) Accumulated Leave B7 Tuition Fees D41 Relocation Expenses Policy C8 Compassionate leave (family responsibility leave) - Paternity Leave C6 Maternity Leave and C9 Paternal Leave C1 Vacation Leave – Statutory Leave</b>
<b>Dates of amendments</b>	<b>23 November 2012 17 March 2016 19 April 2016 14 June 2018 21 March 2021</b>
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**Related documents**

<b>UJ documents</b> (e.g. Policies, Regulations, Guidelines, Contracts)	<b>Other</b>
	<ul style="list-style-type: none"> <li>• Constitution of South Africa Act 108 of 1996</li> <li>• Basic Conditions of Employment Act (BCEA), Act 75 of 1997.</li> <li>• Labour Relations Act (LRA); Act 66 of 1997 as amended</li> <li>• Employment Equity Act (EEA), Act 55 of 1998.</li> </ul>
<b>Stakeholders affected by this document (units and divisions who should be familiar with it):</b>	<ul style="list-style-type: none"> <li>• All staff</li> <li>• Unions</li> </ul>
<b>Website address of this document:</b>	<b>Intranet</b>

## **D44 Policy on Smoking**

### **1. Introduction**

1.1 The University acknowledges that smoking is detrimental to the health of both active and passive smokers, and that the University is bound by the statutory provisions that prohibit smoking in particular areas.

### **2. Definitions and interpretation**

2.1 In this Policy, unless the context indicates otherwise –

2.1.1 “**effective date**” means the date of coming into operation of the harmonised conditions of service of the University of Johannesburg;

2.1.2 “**Policy**” means this Smoking Policy;

2.1.3 “**University premises**” means all premises owned, leased or operated by the University.

2.2 Paragraph headings are inserted for convenience only and may not be used in the interpretation of this Policy.

2.3 If any provision confers any right or imposes any obligation on any party, then notwithstanding that it is only in the interpretation paragraph, effect must be given to it as if it were a substantive provision.

### **3. Application**

3.1 This Policy applies to all employees, students and visitors to the University.

### **4. Objective**

4.1 The objective of this policy is to establish a healthy and pleasant working environment, taking into account the needs, rights and health of both smokers and non-smokers.

### **5. Principles**

5.1 The University:

- a) is committed to act in compliance with the letter and the spirit of the Tobacco Products Control Amendment Act of 1999;
- b) acknowledges that its employees, students and visitors have the right to work, study, and do business in an environment with the cleanest air possible;
- c) expects all employees, students and visitors to observe its smoking regulations;
- d) commits itself to encouraging employees and students to stop smoking.

### **6. Prohibited smoking zones**

6.1 The following areas are regarded as smoke-free zones:

- a) all the buildings of the University, except as regulated by the paragraph on designated smoking areas below;
- b) any area on University premises where there is a fire hazard;
- c) common areas including but not limited to lifts, entrance halls, corridors, eating facilities, toilets and student residences;
- d) University vehicles.

### **7. Designated smoking zones**

7.1 Provision will be made for designated smoking zones only where it is economically feasible to do so.

### **8. Effect of non-compliance**

8.1 Any non-compliance with this policy will be dealt with in terms of the normal institutional governance and management processes.