Title of Policy:	**E-Cigarettes**
Section:	**Health and Safety**

Purpose

Cigarettes are now banned from inside the workplace. Electronic cigarettes (e-cigarettes) have risen in popularity, as an aid to giving up smoking, or as a substitute which is believed to be much safer. This policy outlines the position of Carers Choices on the use of e-cigarettes at work.

Statement

The use of e-cigarettes in the workplace is not currently prohibited by legislation. Whilst it is recognised that employees may use e-cigarettes as an aid to give up smoking tobacco, it is not known if there are any health risks to individuals from the vapour released by e-cigarettes.

Procedure and Guidance

E-Cigarettes - Explained

E-cigarettes, personal vaporizers (PVs), and electronic nicotine delivery systems (ENDS) are battery operated devices that mimic tobacco smoking and are often used as a replacement for cigarettes. They produce a vapour, including flavoured aromas either with or without nicotine, rather than traditional smoke.

Key points – the general advice given

- **E-cigarettes fall outside the scope of smoke free legislation** as the act of smoking requires a substance to be burnt, so employers can choose whether to allow employees to smoke them at work or not

- Advertising for E-cigarettes focuses on them being substitutes for cigarettes and often (but not always) they are used as an aid to stop smoking

- Employers are required to consider the effects on other members of staff as the long-term effects of e-cigarettes are unknown, plus having e-cigarette vapours in the workplace may create an unpleasant environment

- Some employees use E-cigarettes as part of a plan to stop smoking, so employers may want to support their use if this is the case

- However, the vapour from E-cigarettes might be annoying to some employees and could potentially provide a health risk for others through passive consumption (like passive smoking) as the long-term health effects of E-cigarettes are unknown

- There may be a concern that preventing the use of E-cigarettes at work may hinder those who use them to stop smoking, particularly if they are required to smoke them in designated smoking areas together with cigarette smokers. Employers may want to consider organising a separate E-cigarette smoking area external to work premises

Carers Choices' policy on the use of e-cigarettes is as follows:

Use of e-cigarettes by any workers or visitors is not permitted in company buildings, company vehicles, in client meetings, or while working in clients' premises. Employees who use such devices must only use them in areas which have been specifically designated for their use.

A breach of these rules may result in disciplinary action.

Smoking breaks

Smokers should generally aim to maintain the same amount of break time as colleagues who do not smoke.

CQC Registration and Inspection Compliance

Key Questions and Quality Statements applicable to this Policy	Care Quality Commission (Registration) Regulations 2009 applicable to this Policy
Safe • **Involving People to Manage Risks** • **Safe Environments**	

Legislative Compliance

Health and Social Care Act 2008 (Regulated Activities) Regulations 2014 applicable to this Policy	Other legislation relevant to this Policy
Regulation 12: Safe care and treatment	

Policy Reviewed on Date of Implementation by the Following Company Officer:

Full name:

Paul Ramsden

Job Title:

CEO

Signature:

P. Ramsden