

1. Policy objectives

The objectives of this policy are:

- 1.1 To comply with the regulations of the Tobacco Products Control Amendment Act No 12 of 1999.
- 1.2 To proactively identify and eliminate all health related risks in the workplace.
- 1.3 To promote efficient business operations, i.e. satisfactory time keeping and thus productivity.

2. Scope

This policy applies to:

- 2.1 Afrimat Limited and its subsidiaries, wholly owned distributors and joint ventures in which Afrimat Limited has controlling interest or the management responsibility and their stakeholders.
- 2.2 Contractors and their personnel should comply with the terms that are stipulated on this policy.
- 2.3 Afrimat Limited customers and visitors.

3. Legislative Requirements

- 3.1 In terms of the Tobacco Products Control Act, smoking is not permitted in offices or public areas in the workplace.
- 3.2 The company has two broad obligations, namely

3.2.1 Enforce the legislation

The Afrimat Limited SHE System and associated policies oblige the company, where practicable and reasonable, to take measures to counter hazards and risks in the workplace and to empower supervision to enforce discipline.

3.2.2 Designated smoking areas

All entities within Afrimat Limited must ensure that there is a designated smoking area at each location that complies with the following requirements:

- Subject to the test of reasonableness and practicability, the designated smoking area must be outside any building.
- The sign Designated Smoking Area should be clearly displayed at such an area.
- The legally prescribed health notices/warnings must be displayed on the boundary or at the entrance to such area.

4. **Smoke Breaks**

According to Afrimat Limited working hours, employees are entitled to certain tea- and lunch breaks irrespective of whether they are a smoker or non-smoker.

Managers are therefore required to apply their discretion in managing the amount of time away from work utilised by smoking staff and to ensure that it is reasonable and that non-smokers are not demotivated by this.

5. **General**

This policy does not set out to provide details on health and safety related risks, which can be voluminous. However, employees are advised to read this policy in conjunction with:

- Afrimat Limited Health and Safety Policy*
- Tobacco Products Control Act*
- Tobacco Products Control Amendment Act (Act No 12 of 1999)*



Chief Executive Officer

24-10-2008
Date

***Note:** Copies of these documents can be obtained from your SHE Officer.