

Equality and Human Rights Impact Assessment (EqHRIA)

Summary of Results

Policy / Practice	Smoking at Work procedure V3.00
Owning Department	People and Development
Date EqHRIA Completed	25/04/18

Purpose of Policy / Practice	The purpose of the Smoking at Work procedure is to set out the rules that staff, officers and visitors to Police Scotland premises must adhere to regarding the smoking of cigarettes, cigars, and e-cigarettes, over and above current smoking legislation.
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A. Summary of Analysis / Decisions - What the assessment found and actions already taken.

The assessment found that overall, this procedure should have a positive outcome for all, as it will ensure that Police Scotland workplaces remain smoke-free and therefore healthier places to work. There were, however, some potentially negative impacts identified, as follows:

1. Individuals with disabilities may have difficulty in accessing designated smoking areas. (The nature of the difficulty would depend on the disability.) The current SOP states that smoking areas should be accessible to people who may have a disability.
2. It was recognised that individuals may struggle to comply with the procedure due to smoking addiction, especially in severe cases of addiction. The current SOP does not provide links to support on how to quit, so currently there is little or no mitigation against this.
3. Finally, some individuals may experience difficulty in understanding the guidance on Smoking at Work for reasons potentially associated with disability or language. The current SOP states that universally recognised symbols should be used at designated smoking areas, to maximise potential for understanding.

B. Summary of Mitigation Actions - What else we plan to do and how we are going to check that it has been done.

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1. To mitigate against this, the Divisional Commander/Head of Department Responsibilities document highlights the need to ensure that designated smoking areas are accessible to officers and staff with disabilities.
2. To mitigate against this, the procedure highlights the availability of assistance with smoking cessation and signposts individuals to this.
3. The simplification of this procedure and associated documents, along with pictorial universal signage to denote 'no smoking' and designated smoking areas, will mitigate against such difficulties. All documents may be provided in a variety of formats for individuals who request them.