



COLLEGE OPERATIONAL POLICY

Policy Number: OHS-010	Policy Title: Share the Air
Supersedes Existing Policy? Y	Policy Owner: Executive Director, Human Resources Services and Organizational Development
Associated Procedure: Y	Date Last Approved by CET: July 24, 2019

1. Introduction and Purpose

The purpose of this policy is:

- To provide guidelines on ways to make our environment healthy and safe for all community members.
- To increase the awareness within the College community about the potential impact of scented products on the health, wellbeing, and productivity of community members and the impact of vehicle emissions as a result of idling on air quality and human health.
- To communicate expectations around compliance with “scent-smart” and idle-free environment.
- To provide the steps for responding to scent-related issues

2. Application

This program is applicable to all College employees, students, contractors and visitors and includes scent-smart and idle-free initiatives.

3. Policy Statement

Loyalist College is committed to providing a safe and healthy environment for all members of the College community. The College seeks to eliminate or minimize potential exposure by promoting a scent-smart environment because fragrances, chemical scents and odours can have adverse health effects for those with sensitivities or allergies.

4. Scent-Smart Practices

The College community is strongly encouraged to be courteous and respectful of those who are scent-sensitive by using unscented personal care or laundry products and not using air freshening products.

5. Idle-Free Practices

Loyalist College staff, faculty, students, visitors and contractors are strongly encouraged to turn off the engine of their vehicle if stopped on campus for more than 60 seconds. Modern engines need no longer than two to three minutes to warm up and idling for 10 seconds or longer uses more fuel than turning off your engine and restarting it.

6. Indoor Air Quality

Occasionally, air quality issues caused by environmental factors or construction will be present in College buildings on a temporary basis. These will be evaluated and addressed on a case-by-case basis.

7. Related Documents or Links

- Appendix OHS-010(A) - Scent-Sensitive Area Poster
- Appendix OHS-010(B) - Frequently-Asked Questions

8. References

[Natural Resources Canada's Idle-Free Zone](#)

[Canada Safety Council: Perfume in the Workplace](#)

[Canadian Centre for Occupational Health & Safety: Scent-Free Policy for the Workplace](#)