



HEALTH AND SAFETY PROCEDURE 109 – SMOKING POLICY

1.0 PURPOSE

The purpose of this policy is to establish rules regarding smoking within the Westlake Chemical, Plaquemine Facility, to assist in fire prevention.

2.0 SCOPE

This policy applies to all Westlake Chemical employees and contract employees working at the Plaquemine, Louisiana facility.

3.0 DEFINITIONS

Smoke or Smoking - The burning, inhaling, or exhaling of any kind of heated or lighted cigar, cigarette, lighted pipe, plant material intended for inhalation, or any other lighted smoking equipment; This includes the use of an electronic smoking device which creates a vapor, in any manner or in any form.

Electronic Smoking Device - An electronic or battery-operated device, the use of which resembles smoking, which can be used to deliver nicotine or other substances to the person inhaling from the device. "Electronic smoking device" includes, but is not limited to, an electronic cigarette, an electronic cigar, an electronic cigarillo, an electronic pipe and other electronic smoking equipment.

3.0 POLICY

- 3.1 Smoking is not allowed in any occupied building.
- 3.2 Designated smoking areas will be located well away from any entrances to occupied buildings.
- 3.3 Smoking is allowed in designated areas only.
- 3.4 Smoking is not allowed in any vehicle while inside the boundaries of the plant.
- 3.5 Temporary smoking areas may be established in operations, maintenance and construction areas upon approval from the Health & Safety Department and the Department Manager of the affected plant area.



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3.6 Minimum requirements for temporary smoking areas must include:

- Designated smoking area(s) must be clearly marked. "Smoking Area" sign(s) must be posted within the area or hung from the perimeter.
- A Hot Work Permit will be issued by the appropriate operations control center for each shift during which smoking within the area is anticipated. Permits will become invalid at the end of each shift, or condition change, such as a fire or vapor release.
- A container of sand (butt can) must be made available for the immediate extinguishment of cigarettes.
- It is to be understood that smoking is not to be allowed outside the confines of the established smoking area.
- A fire extinguisher shall be located at all temporary smoking areas. Cigarettes and other sources of flame shall be immediately extinguished during an operation upset that could involve a release of chemical vapors, during an alarm or fire, or during any period that could possibly produce other such hazardous conditions.
- Smoking areas may not be established within fifty feet of flammable or combustible liquids.

Revision History

Rev	Changes	Approved	Date
7	Review of procedure.	H. Garner	6/01/2019