

NO SMOKING POLICY

El Race Construction & General Contracting Company LLC (RCC) is committed to upholding the highest international standards in construction projects, including building projects, related contracting services, and general maintenance. We prioritize the health, safety, and well-being of our employees, customers, visitors, and the community at large.

Purpose:

The purpose of this no smoking policy is to reduce the health risks associated with smoking , prevent fire hazards, and comply with applicable laws and regulations

Scope:

This Policy applies to all employees, contractors , subcontractors and visitors at all RCC work locations , including construction sites, offices , and company vehicles.

Policy Guidelines:

Smoke-Free Environment: RCC Company maintains a smoke-free environment within all indoor areas, including offices, meeting rooms, hallways, stairwells, restrooms, and company vehicles.

Designated Smoking Areas: Designated smoking areas may be provided outdoors in specified locations, away from building entrances and common areas. These areas, if applicable, will be clearly marked with signage.

Prohibition of Smoking in Vehicles: Smoking is prohibited in all company vehicles, regardless of whether they are occupied by employees or visitors.

E-Cigarettes and Vaping Devices: The use of electronic cigarettes (e-cigarettes) and vaping devices is prohibited indoors and, in all areas where smoking is prohibited. These devices must be used only in designated smoking areas (if applicable) and disposed of properly.

Compliance: Compliance with the smoking policy is mandatory for all individuals present on RCC's premises or facilities. Violations of the policy may result in disciplinary action or other consequences including fines as deemed appropriate by management.

Responsibilities

Management:

- Management is responsible for establishing and enforcing a smoke-free environment within RCC's premises and facilities.
- They must ensure that appropriate signage is displayed to indicate designated smoking areas (if applicable) and that employees and visitors are aware of the smoking policy.
- Management should lead by example and support employees who wish to quit smoking by providing resources and assistance, such as smoking cessation programs or access to support services.

Employees ,Visitors And Sub Contractors

- All employees are responsible for complying with the smoking policy and refraining from smoking or using tobacco products in prohibited areas.
- They must respect designated smoking areas and dispose of cigarette butts and other smoking-related waste properly in designated receptacles.
- Employees who smoke should be considerate of non-smokers and avoid smoking near building entrances, windows, or ventilation systems.

Support for Cessation:

RCC encourages employees to quit smoking and may provide access to cessation programs or resources in collaboration with local health initiatives.

Mohammed Mahmoud M Abu Ebeid

General Manager

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