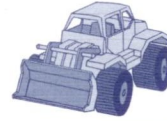




GODFREY'S FITTING SERVICE



SMOKING POLICY

Godfrey Fitting Service is committed to maintaining a safe work environment for all employees. Smoking risks and hazards are to be controlled in the workplace to minimize risks & hazards for the smoker and other employees.

Maintenance of a safe workplace will be achieved by:

- Prohibiting smoking in all closed areas of the workplace including workshop, offices and vehicles.
- Designating smoking areas away from combustible materials and provide butt receptacles.
- Signage indicating areas as designated.

Norm Godfrey
Director

Leanne Godfrey
Director

Dated: 12th April 2006

This document will be reviewed annually