

Health & Safety

Smoking & Vaping

We're committed to keeping our work environment safe, clean, and comfortable for everyone, whether you're in the office, a pub, a store/forecourt, a warehouse or depot or driving company vehicle.

General Guidelines

Smoking and vaping aren't allowed indoors at any of our locations. That includes offices, meeting rooms, shared spaces, restrooms, and company vehicles. If you need to smoke or vape, please use the designated outdoor areas provided.

For those in outdoor roles, please be respectful of your surroundings and others nearby, including team members, clients, or members of the public. Always follow any site-specific rules as some parts of our outdoor sites may be completely smoke-free.

If you're working remotely, we don't monitor what you do in your own space, but we do expect professionalism during virtual meetings, calls, or any work-related activities. That means no smoking or vaping during video calls or when you're representing the company.

Medicinal Cannabis

If you are prescribed medicinal cannabis please refer to the Alcohol & Drugs Policy.

A few reminders

- Stick to designated smoking/vaping areas when on-site.
- Be courteous about smoke or vapour around coworkers, clients, or the public.
- Keep common areas clean, use proper bins for cigarette butts or vape cartridges.
- Never smoke or vape in company vehicles or during meetings (in-person or virtual).

If you're unsure where smoking or vaping is allowed, or if you have questions about how this policy applies to your specific role, please reach out to your manager or reach out to the People Team at hr@hb.im.