



# COLLEGE OF THE NORTH ATLANTIC

## OPERATIONAL POLICY

### TOPIC: SCENT POLICY

<b>Policy No.</b>	HR-420	<b>Division</b>	Human Resources
<b>Related Procedure</b>	n/a	<b>Board Policy Ref.</b>	GP-RR-904
<b>Related Policy</b>	HR-405	<b>Effective Date:</b>	September 22, 2020

#### 1. PURPOSE AND SCOPE

The purpose of this policy is to outline expectations regarding the use of scented products in College facilities.

This policy applies to all students, employees, clients and visitors.

#### 2. DEFINITIONS

*Scented Products:* Products that have, or may have, a detrimental effect upon the health of other persons and may include, but are not limited to, cosmetic products (for example: perfumes, aftershaves, colognes, shampoos and conditioners, soaps, body lotions and deodorants) and other products (for example: air fresheners and deodorizers, candles, potpourri, essential oils, some laundry detergents, fabric softeners and cleaning products).

*Fragrance-free or Unscented products:* Products that contain no fragrances or masking agents that hide the scents of other ingredients.

**3. POLICY**

The use of scented products in College facilities is to be avoided to provide students, employees, clients and visitors with a healthy and safe environment, as per Government's [Scent Policy](#).

**4. PROCEDURE**

The Chief Operating Officer will ensure that procedures are developed and implemented as required, in accordance with this policy.

Approval History	
Approved by President	September 22, 2020