

**Newfoundland and Labrador Public Sector Pensioners' Association**  
**Scent-Free Policy**

**PURPOSE:**

The Newfoundland and Labrador Public Sector Pensioners' Association (NLPSPA) is committed to ensuring a healthy, safe, and comfortable employment, membership and visitor location for its staff, Board Directors and volunteers, its members, and its business partners and suppliers. In recognition of the potential health and comfort risks associated with scented products, the NLPSPA has instituted a **Scent-Free Policy**.

1. For the purpose of this policy, scents are defined as smells or odours from ingredients and chemicals found in products such as cosmetics, perfume, make-up, shampoo, deodorant, hairsprays, lotions, creams, oils, candles, air fresheners, some types of garbage bags, and so on;
2. All staff, Board Directors, visitors, and members are asked to refrain from using or wearing scented products when entering the NLPSPA workplace/office location;
3. Attention is drawn to products that claim to be "scent free" as these sometimes mask scent by the use of an included additional chemical. Non-use of these products, as well as products labelled fragrance-free or unscented, is requested as such products can still affect someone with sensitivity;
4. Appropriate signage declaring the office location as a scent-free space will be posted outside the office entryway and inside the main office in a place that is visible upon entry;
5. External suppliers, such as cleaners or delivery persons, will be requested to respect the scent-free policy of NLPSPA, in consideration that some of the used products (cleaning solutions, etc.) may adversely affect the health of those utilizing the NLPSPA office space.

**Approved Board of Directors:**

May 26, 2021