

This template has been constructed to assist in the development of a valid smoking management plan. Licensees do not have to use this template, but if used, all sections should be completed.

SMOKING MANAGEMENT PLAN

Section 9J, *Smoke-Free Public Places Act 2003*

Premises / Business Name:		
Address:		
Telephone:		
Licensee:		
Postal Address:		
Liquor Licence Number and Type:		
Extent of Licensed Area:		
Licensee's Signature	Print Name	Date

All licensed premises with a designated outdoor smoking area (DOSA) must have a smoking management plan. Only premises with a club licence or that hold a liquor licence for the sale and consumption of liquor on the premises and the premises is used principally for this purpose (e.g. pubs, taverns) may have a DOSA. There are a number of conditions around designating a DOSA. Please refer to the information material on these conditions.

DESIGNATED OUTDOOR SMOKING AREA (DOSA)

Off-gaming Areas Note: such areas are exempt from the 50% DOSA calculation.

Is an off-gaming area in use as a DOSA at the premises?: Yes / No

Other Licensed Outdoor Areas Note: premises may have more than one DOSA provided the total space allocated as DOSAs does not exceed 50% of the premises' licensed outdoor area (this 50% does not include any off-gaming areas).

If more than one (1) DOSA, indicate no.:		% of premises' liquor licensed outdoor area:	
Location/s:			
Type of Buffer/s:			
Date of DOSA's Designation:			
Notice displayed*	Yes / No		

* Section 9F of the Act requires a notice be displayed near the DOSA stating that the area is a DOSA; that persons under 18 years of age may not access the area; that this plan is available for inspection and provides a diagram setting out the limits of the area.

**STATEMENT OF HOW SMOKING WILL BE
MANAGED TO MINIMISE ENVIRONMENTAL
SMOKE**

**STATEMENT OF HOW THE PROHIBITION ON
FOOD OR DRINK SERVICE WILL BE MANAGED IN
DOSAs**

Eg., ensuring no food or drink service, the clearing of glasses from DOSA.

STATEMENT OF HOW STAFF ARE TRAINED AND INSTRUCTED IN MANAGING SMOKING ON THE PREMISES

OTHER MATTERS (optional)

PLEASE INCLUDE

A copy of the licensee's licensed premises plan identifying:

- enclosed and outdoor areas (enclosed areas are 75% or more enclosed)
- any designated outdoor smoking area/s
- any DOSA buffer/s
- the location of the public notice that states the conditions of the DOSA