



COLLEGE OF THE NORTH ATLANTIC

OPERATIONAL POLICY

TOPIC: SCENT POLICY

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| Policy No. | HR-420 | Division | Human Resources |
| Related Procedure | n/a | Board Policy Ref. | GP-RR-904 |
| Related Policy | HR-405 | Effective Date: | November 16, 2023 (R1) |

1. PURPOSE AND SCOPE

The purpose of the Scent Policy (the Policy) is to outline expectations regarding the use of scented products in College of the North Atlantic (CNA) 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 CNA 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 Associate Vice President of Human Resources will ensure that procedures are developed and implemented as required, in accordance with the Policy.

| Approval History | |
|-----------------------|--------------------|
| Approved by President | September 22, 2020 |
| Revision 1 | November 16, 2023 |