



POLICY FOR A SMOKE FREE WORKPLACE

_____ No Smoking Policy

_____ is dedicated to providing a healthy, comfortable and productive work environment for our employees.

The United States Surgeon General, in his 2006 report on The Health Consequences of Involuntary Exposure to Tobacco Smoke stated:

- The scientific evidence indicates that there is no risk-free level of exposure to secondhand smoke.
- The operation of heating, ventilating, and air conditioning system can distribute secondhand smoke throughout the building.
- Establishing smoke free workplaces is the only effective way to ensure that secondhand smoke exposure does not occur in the workplace.

In 1993, the Environmental Protection Agency (EPA) classified environmental tobacco smoke as a Group A carcinogen, that is, a substance known to cause cancer in humans.

In light of these findings, _____ shall be entirely smoke free effective _____

Smoking will be strictly prohibited within company buildings, including offices, hallways, waiting rooms, restrooms, lunchrooms, elevators, meeting rooms, and all community work areas. This policy applies to all employees, clients, contractors, and visitors.

Copies of this policy shall be distributed to all employees. Signs shall be posted at all building entrances.

The success of the policy will depend upon the thoughtfulness, consideration, and cooperation of smokers, and nonsmokers. All employees share in the responsibility for adhering to and enforcing this policy.

Signature of CEO or President

GOOD HEALTH IS GOOD BUSINESS