

**Subject: SMOKING AND TOBACCO PRODUCTS**

**Date: February 10, 2010**

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**Replaces Policy Dated: July 10, 1993**

**PURPOSE:** To establish a policy prohibiting the use of tobacco products in the workplace.

**STATEMENT OF POLICY:** Pinal County is concerned with the health, safety, and wellness of all employees, and visitors to County facilities. Being aware of the health hazards associated with smoking and the use of other tobacco products, the Board of Supervisors resolves to provide a smoke-free and tobacco product-free environment.

**Definitions**

"Smoking" means inhaling, exhaling, burning, or carrying or possessing any lighted tobacco product, including cigars, cigarettes, pipe tobacco and any other lighted tobacco product.

"Tobacco product" means any product manufactured from tobacco and intended for use by smoking, inhalation, chewing, sniffing, or sucking. Tobacco products include but are not limited to the following: cigarettes, cigars, blunts, pipes, chewing tobacco, snuff, and any other items containing or reasonably resembling tobacco or tobacco products.

**Scope**

Smoking and tobacco use are recognized as carcinogens and are prohibited from all Pinal County buildings (except residential housing units), and County vehicles except as provided for herein. Employees who wish to smoke or use tobacco during breaks must do so outside of their facility and at a distance of at least 20 feet in all directions from the outer edge of any building entrance, open window, or ventilation system to prevent tobacco smoke from entering the facility

The Facilities Management Department will post signs at the entrances of all County buildings that state that smoking and the use of tobacco products is prohibited and indicate where complaints regarding violations may be registered.