

POLICY

CATEGORY:	Property and Facilities	No: 6.0.100.00
TITLE:	Smoking in Workforce Solutions of the Coastal Bend Facilities	
SUPERSEDES:	Policy 254 dtd July 1, 1998	
EFFECTIVE:	October 28, 2011	
BOARD APPROVAL:	October 27, 2011	
DATE OF LAST REVIEW:	May 21, 2015	

I. PURPOSE:

To provide Board and Contracted Service Provider staff protection from exposure to tobacco, or other smoke.

II. DEFINITIONS:

N/A

III. POLICY STATEMENT:

No individual shall smoke or carry a lighted cigar, cigarette, pipe, or any form of smoking object or device inside any Board building or facility or any facility housing Board and/or Contracted Service Provider staff at any time.

Smoking is allowed on Workforce Solutions of the Coastal Bend premises outside of the buildings in designated areas only. The Board will, however, give preferential treatment to non-smokers when/if disputes arise.

IV. PROCEDURES:

N/A

V. RELATED POLICY INFORMATION:

N/A

VI. RESPONSIBILITIES:

The Board President/CEO shall ensure all board employees are aware of and comply with this policy.

Board Contract managers shall ensure that all Contracted Service Provider staff are aware of and comply with this policy.

VII. FORMS AND INSTRUCTIONS:

N/A

VIII. DISTRIBUTION:

Board of Directors Board Staff Service Provider Staff

IX. SIGNATURES:

Reviewed by EO Officer

Date

President/CEO

Date