



DEPARTMENT OF CORRECTIONS
Human Resources



Title:	Smoke-Free Workplace	DOC Policy: 20.6.3
Supersedes:	N/A	
Applicability:	Management service and executive service employees, volunteers, and contract service providers. Refer to applicable labor agreements for represented employees.	
Reference:	DAS Administrative Rule 105-50-006	

I. PURPOSE

To protect public employee health by restricting smoking in state-operated facilities.

II. POLICY

- A. The director or designee shall designate areas in the workplace where smoking is allowed. The designation may declare the entire workplace "smoke-free."
- B. The director or designee shall assure that work areas are controlled to provide a smoke-free atmosphere by using one or more of the following methods:
 - 1. Physical barriers that separate smoking from non-smoking areas.
 - 2. Ventilate workplace or rest areas so that visible smoke is removed in no more than five minutes after smokers have used space.
 - 3. Space separation.
 - 4. Other methods determined by the director or designee to be appropriate.

III. IMPLEMENTATION

This policy will be adopted immediately without further modification.