



OREGON YOUTH AUTHORITY
Policy Statement
Part I – Administrative Services



Subject

Smoke-free and Tobacco-free Areas

Section – Policy Number:

C: Property Management - 8.0

Supersedes:

I-C-8.0 (04/01)

Effective Date:

10/15/2004

Date of Last

Review:

06/07/2011

Related Standards and References:

- [ORS 243.345](#) through [243.350](#) (Smoking in State Offices)
- [ORS 433.835](#) through [433.875](#) (Oregon Indoor Clean Air Act)
- [OAR Chapter 333, Division 15](#) (Implementation of the Oregon Clean Air Act - Prohibition of Tobacco Smoking in Public Places and Workplaces)
- Applicable Collective Bargaining Agreements: AFSCME Local 191; SEIU
- OYA policy: II-A-2.3 (Use of Tobacco [Offenders])

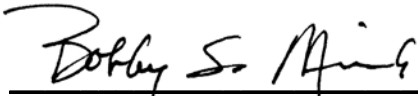
Related Procedures:

- None

Policy Owner:

Human Resources Manager

Approved:


 Bobby S. Mink, Interim Director

I. PURPOSE:

This policy describes the OYA's standards for smoke-free and tobacco-free areas.

II. POLICY DEFINITIONS:

None.

III. POLICY:

The OYA recognizes use of tobacco creates health hazards. Staff, prospective staff, visitors, volunteers, contractors, and OYA offenders should be aware the OYA cannot assure an environment free of pollutants. However, it is the OYA's responsibility to provide a safe environment and comply with tobacco-related laws.

IV. GENERAL STANDARDS:

- A. The OYA is a smoke-free agency.

1. All OYA buildings are smoke-free.
 - a) In buildings where the OYA shares space with other businesses or agencies, the designated building manager may establish and implement a smoking policy governing the areas of the building which are used "in common" while complying with related Oregon smoking laws.
 - b) In such buildings, those areas exclusively used by the OYA are smoke-free.
- B. Tobacco products are prohibited within the secure areas of all OYA facilities. No tobacco products may be used by any person in these areas.

Smoking areas may be established by the superintendent/camp director outside the secure area in compliance with the Department of Human Services, Public Health Division, OAR 333-015-0035.

1. Tobacco products include cigarettes, cigars, pipe tobacco, or chewing tobacco.
 2. Nicotine gum and nicotine patches are allowed.
- C. When the OYA operates offender programs in a shared space with other businesses or agencies, areas exclusively used by the OYA are tobacco-free.
 - D. Staff, volunteers, contractors, and visitors are prohibited from providing tobacco to offenders in any form.

In all instances, staff are prohibited from using tobacco products while working directly with offenders.

See related OYA policy II-A.2.3 (Use of Tobacco [Offenders]).

- E. Posted designation
 1. Areas designated smoke-free or tobacco-free must be identified by a sign conspicuously posted on all public entrances and within the area itself.
 2. Signs will use international symbols or the words "No Smoking," "Smoking Prohibited," "Tobacco-free area," or similar language.

V. LOCAL OPERATING PROCEDURE or PROTOCOL REQUIRED: NO