

UADA Policy 235.1 **Tobacco Use Policy**

Purpose

Cigarette use alone results in an estimated 440,000 deaths in the US each year and one-fourth of Arkansans smoke. Scientific research data has shown that nonsmokers often receive damage to their health from the smoking of tobacco by others. Secondhand smoke can cause or contribute to lung cancer, heart disease, chronic lung ailments, and low birth-weight.

The Division of Agriculture is committed to promoting health, wellness, and disease prevention within the community as well as to providing a safe, clean and healthy environment for our employees and visitors. It is, therefore, Division policy to address the use of tobacco products and to provide a smoke-free campus in compliance with Act 734 of 2009, the Arkansas Clean Air on Campus Act. The Division is committed to providing helpful intervention strategies and treatment resources in addressing this issue and to offering programs to assist current employees to reduce their dependence on tobacco products.

Definition

For the purpose of this policy, "smoking" means inhaling, exhaling, burning, or carrying any lighted tobacco product, including cigarettes, cigars, and pipe tobacco; and other lighted combustible plant material; as well as the use of electronic cigarettes.

Policy

Smoking is prohibited, at all times, on and within all property owned or leased by the Division of Agriculture, including buildings, grounds, facilities, and vehicles. The use of other tobacco products in any form is prohibited in any Division owned or leased building, or within fifty (50) feet of any Division owned or leased building entry, or in any Division owned or leased passenger vehicle or other enclosed cab vehicle.

This policy applies to all persons, including employees, students, visitors, contractors, subcontractors, and others on Division properties. Individuals located in offices not owned/leased by the Division will abide by the policy of the Division unless such property restrictions are more restrictive than Division policy. Tobacco products will not be sold or dispensed within the Division properties.

Overall compliance with this policy will be the responsibility of all unit heads. Lack of cooperation or repeated violations should be reported to the individual's supervisor. The supervisor shall then resolve the problem.

Standard disciplinary procedures will be followed for compliance problems with employees. Violations may result in progressive disciplinary actions, including termination. In the event a smoking violation involves a potential threat to health or safety (e.g. smoking where combustible supplies, flammable liquids, gasses or oxygen are used or stored) local authorities may be called upon for support. Pursuant to state law, persons convicted of smoking on campus are subject to a fine of not less than \$100 and not more than \$500.

Signs advertising employees and visitors of this policy will be posted at each building's entrances and displayed in prominent, visible areas.

New employees will be informed of this Division policy during employee orientation. Unit Heads or other hiring individuals will also inform employment candidates of the policy during the application process or refer the candidates to the Division's Tobacco Use Policy.

Previous versions: September 29, 2009; 2005