

Town of Ancram Tobacco and Smoking Policy

The Town of Ancram is implementing a policy restricting the use of tobacco, vaping and all smoke-producing products in order to provide a healthy, productive, clean, and safe environment for all town employees and visitors to town facilities. There is no safe level of secondhand smoke, which contains over 50 cancer-causing chemicals. Smoking and other tobacco use in outdoor public areas produces litter, presents an unprofessional image, and requires additional maintenance. Improperly discarded cigarettes can cause fires that damage property and threaten public safety. The purpose of this policy is to create and sustain an environment that supports compliance with the 2003 New York State Clean Indoor Air Act, and that promotes a tobacco-free social norm in or on county property.

Definitions:

"Tobacco Products" means all manufactured products containing tobacco or nicotine, including cigarettes, cigars, pipe tobacco, chew, e-cigarettes and all other vaping products and.

"Smoking" means inhaling, exhaling, burning, vaping or carrying any lighted or heated cigar, cigarette, pipe, or any other lighted or heated tobacco, nicotine, or plant product, including cannabis, intended for inhalation, in any manner or in any form.

Policy:

Effective (insert date), the use of all tobacco products as defined above is prohibited at all times by all employees and visitors:

- in all interior space owned, rented or leased by the Town of Ancram.
- in all vehicles owned, rented, leased or operated by the Town of Ancram.
- on all outside property or grounds owned or leased by the Town of Ancram, including parking areas and in private vehicles while on Town of Ancram property
- in all town parks and recreation areas

Procedure:

All current and future town employees will receive, and must provide written acknowledgement of receiving, notice of the terms of this policy.

All town properties, facilities and vehicles will be marked with signs indicating that all tobacco, smoking and vaping use is prohibited.

Employees who choose to use tobacco or vaping products must do so only on regularly scheduled breaks or mealtimes and must go off town property to do so. Under no circumstances may Town employees partake in the use of cannabis during working hours.

All visitors who choose to use tobacco or vaping products must leave town property to do so.

Compliance:

Department Supervisors and Managers are responsible for ensuring that employees under their direction are aware of the policy and comply with it. Employee violations are subject to standard disciplinary actions of the town. Compliance with this policy is mandatory.

