

Bargaining Unit employees should review their appropriate Collective Bargaining Agreement (CBA) to determine if this policy applies to them. In case of a conflict between the applicable CBA and these policies, the provision in the CBA controls.

Policy No.: 6-11

Effective: 09/23/2014

Revision No.: 1

Review Date: 09/23/2015

Tobacco Free Workplace Policy

OVERVIEW: This policy outlines restrictions to tobacco use by all Alachua County Board of County Commissioners' employees in an attempt to create a safe, clean and healthy environment.

SCOPE: This policy applies to all persons employed by the Board of County Commissioners while on duty in or near any building or facility rented, owned or leased by Alachua County, or in a County vehicle.

PROVISIONS:

1. Designated Areas and Signage

- a. Tobacco use is prohibited in all Alachua County buildings and facilities. Smoking is prohibited in or near all Alachua County buildings except in designated smoking areas (which will be no less than 50 feet from any building entrance).
- b. If a smoking area has not been designated at a County building or facility, smoking shall be limited to at least 50 feet from any entrance to the County building.
- c. Signs shall be prominently and visibly posted at each entrance to each County building or facility informing employees of this policy.

2. Violations - Employees who are in violation of this policy may be subject to disciplinary action.

3. Florida's Clean Indoor Air Act

State law, Florida Statute 386.201 prohibits smoking inside all buildings with limited exceptions. This prohibition applies to citizens and employees.

County Manager

County Attorney