

PROHIBITING SMOKING IN MUNICIPAL TOWN HALL BUILDING

A. PURPOSE.

The Town of Whitsett recognizes the health risks of smoking and secondhand smoke for non-smokers; and the Town of Whitsett is committed to providing a safe environment for employees, volunteers, and the public by prohibiting smoking in the Town Hall Building.

The aim is to minimize the harmful effects of smoking and eliminate secondhand smoke exposure for anyone housed in or entering the Town Hall. In support of this commitment, smoking shall be prohibited throughout the interior of the Town Hall Building, and exterior as so designated.

B. DEFINITIONS.

“Smoker” - A person who is smoking tobacco or tobacco products.

“Smoking” - The use or possession of a lighted cigarette, lighted cigar, lighted pipe, or any other lighted tobacco product.

C. POLICY.

Smoking shall be prohibited throughout the interior of the Town Hall Building, more specifically including the areas of cafeteria wing and adjacent lavatories, all hallways, all storage areas, the Council chambers, office areas, and foyer/lavatories area leading to the ball field.

D. APPLICABILITY.

This policy applies to all persons entering or conducting business within the interior areas of the Town Hall Building, and the prohibited areas outside the Town Hall Building.

E. SIGNAGE.

(1) Persons responsible for the management of the Town Hall Building shall post signs at all entrances and exits explaining this Policy for the prohibition of smoking. Signs may also be

posted in other areas inside and outside of the Town Hall Building. By way of example but not limitation, signs may be posted where smoking is likely to occur, such as bathrooms and dining areas.

(2) The signs required by Section E(1) above must use clear and unambiguous language to convey this smoking prohibition policy. The signs may include language such as “SMOKE FREE BUILDING,” “SMOKING PROHIBITED EVERYWHERE INSIDE THIS BUILDING,” or “SMOKING NOT PERMITTED ANYWHERE INSIDE THIS BUILDING.” If a sign

includes the international "No Smoking" symbol (which consists of a pictorial representation of a burning cigarette enclosed in a red circle with a red bar across it), it must also include written text explaining the prohibition.

(3) Persons responsible for the management of the interior and exterior areas of the Town Hall Building will determine whether signs should be posted in languages other than English.

(4) Publicly available ashtrays will be removed from all interior areas within the Town Hall Building by persons responsible for building management.

F. SMOKING PERMITTED OUTSIDE BUILDINGS.

Smoking is permitted outside of the Town Hall Building at a distance of Ten (10 ft.) or more feet from the Town Hall Building. Persons smoking outside of building should not stand closer than Ten (10 ft.) or more feet to a public entrance or air intake vent.

G. COMPLIANCE.

(1) Persons responsible for the management of the Town Hall Building and its grounds shall ensure that this smoking policy is enforced.

(2) All persons entering or working from the Town Hall building shall be responsible for complying with the smoking policy. Anyone who violates this policy shall be made aware of the existence of such a policy, asked to cease smoking, and, may be asked to leave the building.

H. EFFECTIVE DATE.

This policy shall be effective upon the posting Signage prohibiting smoking in and on Town Hall premises.

Adopted this 9th day of June, 2009.