

Description:

**TOBACCO FREE AND SMOKE
FREE ENVIRONMENT POLICY**

Policy Number: 62-17



**WINNEBAGO
COUNTY**

Revision Date: 2/6/14

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I. POLICY

It is the policy of the County of Winnebago to provide a safe and healthy environment for our staff and visitors. In compliance with the Smoke-Free Illinois Act and the Illinois Clean Indoor Air Act, we maintain a Tobacco-Free and Smoke-Free environment.

II. SCOPE

This policy applies to every employee of Winnebago County, including elected officials. Provided, however, that if there are provisions in a collective bargaining agreement that conflict with the provisions of this policy as applied to an employee subject to that agreement, the agreement shall control.

III. PROCEDURE

- Employees of Winnebago County are prohibited from tobacco use (including, but not limited to, smoking) within any Winnebago County facility, including any vehicle owned, leased or operated by the County of Winnebago. This policy also prohibits tobacco use and/or smoking within 15 feet of any entrances, windows, and/or ventilation intakes to facilities that are owned, leased and/or operated by the County of Winnebago. This policy applies to employees, customers, and visitors while on the County's premises.
- The prohibition on tobacco use includes not only cigarettes, cigars, cigarillos, smoking pipes, or other devices/equipment but also applies to the use of chewing tobacco or other tobacco products that may be consumed by means other than smoking.
- The prohibitions subject to this policy also include, but are not limited to, any type of smoking device, including electronic smoking devices, regardless of whether those devices contain tobacco, nicotine, or any other substance (or whether they contain no substance(s) at all). An "electronic smoking device" is an electronic device that can be used to deliver nicotine or other substances to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, cigarillo, pipe or other device/equipment. The use of any smoking device, including electronic smoking devices, is prohibited in all places and at all times that the use of tobacco products is prohibited under this policy.
- Failure to comply with this policy may lead to disciplinary action.