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I. POLICY – SMOKING/TOBACCO USE

There will be no smoking in state buildings, loading docks, handicap access ramps, or at front entrances to buildings. Smoking is prohibited at public entrances and public access areas.

Smoking is prohibited in the Office of Enterprise Technology’s state-owned or leased vehicles.

II. SCOPE OF COVERAGE

All buildings managed or leased by the State of Minnesota. In cases where only a portion of the building is leased by the State, that portion of the building is covered by this policy.

III. GENERAL PROVISIONS

A. DEFINITIONS

Smoking includes lighted cigarettes, cigars, pipes or any other lighted smoking materials.

B. RESPONSIBILITIES

Employee

1. Smoke only in areas designated for smoking.
2. Submit smoking-related disputes in writing to Human Resources.
3. If interested, contact the Department of Employee Relations, State Employee Health Promotion Program staff for information on smoking cessation classes.

Human Resources

1. Investigate all smoking-related disputes.
2. Review investigative data/recommendation and take necessary action.

IV. REFERENCES

MN Stat. 16B.24, Subd. 9