

Smoke and Tobacco Free Property

Created March 2017

Reviewed 03/20/2017

Approved 03/20/2017

A. Purpose

1. Boone County Public Library (BCPL) is dedicated to providing a welcoming, healthy and safe environment for customers and staff. Due to acknowledged health hazards arising from exposure to secondhand smoke, it is the policy of Boone County Public Library to provide a smoke and tobacco free environment for employees, customers and vendors.

B. Policy

1. The use of any smoke or tobacco product is prohibited by employees, customers and vendors on property that is owned, operated, leased, occupied, or controlled by BCPL, including company vehicles in these areas.
2. Smoke or tobacco products may be used within private vehicles that are parked 25 feet from an entrance to the building or an air intake vent.

C. Definitions

1. Smoking: Inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe.
2. Tobacco Products: All forms of tobacco, including but not limited to cigarettes, cigars, pipes, water pipers (hookahs), electronic cigarettes (vaporizers), and smokeless tobacco products. Nicotine Replacement Therapy (NRT) products approved by the Federal Drug Administration (FDA) are not considered a tobacco product.
3. Property: Buildings and structures, grounds, parking lots, sidewalks, and vehicles.
4. Employee: Any person who is employed by BCPL
5. Customer: Any person who is not an employee of BCPL who visits a BCPL location to visit with staff, seek information, receive materials, provide trainings, attend meetings or programs, or is on BCPL property for any other reason.
6. Vendors: Any person who delivers goods, supplies, or seeks to set up services, whether a contract is in place or not.