

PURPOSE: REALIZING THE HEALTH IMPLICATIONS OF LOCAL, STATE, AND FEDERAL NO-SMOKING MOVEMENTS ASSOCIATED WITH THE USE OF TOBACCO PRODUCTS, BRENAU UNIVERSITY HAS IMPLEMENTED THE FOLLOWING POLICY.

In an effort to create a modified smoke-free environment for the benefit of employees, students and visitors, the policy of the University is that the use of tobacco products is prohibited on all Brenau campuses with the exception of designated areas.

To administer this policy, the University will:

Post signs in appropriate locations.
Provide adequate cigarette refuse containers.

- A. Each employee is responsible for his/her own behavior at all times.
- B. Employees who smoke will use designated smoking areas and will not smoke on Brenau time. Employees who feel the need to smoke during Brenau working hours must make up the time before or after regular business hours or take the time from their lunch hour. Details must be worked out and approved by the employee's supervisor.
- C. Enforcement of the policy on campus and in University buildings is the responsibility of all members of the University community.
- D. Immediate supervisors have the responsibility for enforcement of this policy in accordance with Guideline 3-02, Corrective Action Procedures.
- E. The Safety Committee selects designated smoking areas, a list of which is distributed and updated periodically.
- F. Designated smoking areas and the policy will be evaluated periodically.