

ARKANSAS HEALTH CENTER

Policy Type	Subject of Policy	Policy No.
Administrative	Employee Smoking	AP202

PURPOSE: This policy has been established to promote a safer work environment by reducing employee exposure to the health risks caused by smoking and to provide a safe, clean, comfortable environment.

SCOPE: This policy applies to all individuals employed by Arkansas Health Center and anyone not employed by Arkansas Health Center utilizing the premises for any purpose.

POLICY: Smoking is prohibited on Arkansas Health Center property and in any state owned vehicle. This includes all tobacco products and smokeless tobacco to include but not be limited to cigarettes, e cigarettes, vapor, pipes, cigars, snuff and chewing tobacco.

PROCEDURES:

- A. Employees are not allowed to smoke anywhere on the grounds or in any state owned vehicles.
- B. The facility will assist any employee expressing a desire to quit smoking through the Employee Assistance Program.
- C. Violations of this policy will be subject to disciplinary action according to DHS Policy 1084.

AHC Director