

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.

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AHC Director