

Sample Smoke-Free 15' from Entrance Policy

Purpose A smoke-free policy has been adopted to protect all employees and visitors from secondhand smoke, an established cause of cancer and respiratory disease. The policy set forth below is effective [Date] for [Business].

Smoke-Free Areas Smoking is prohibited within 15 feet of all entrances, exits, windows that open, and ventilation intakes that service an enclosed area where smoking is prohibited.

Sign Requirements “No Smoking Indoors or Within 15 ft of Entrance” signs must be clearly posted at all entrances.

Compliance Compliance with the smoke-free policy is mandatory for all employees and persons visiting, with no exceptions. Employees who violate this policy are subject to disciplinary action. Visitor can notify an employee if they wish to report a violation of the non-smoking policy.

Questions Any questions regarding the smoke-free policy should be directed to [manager and phone number].

[NOTE: This policy may be modified for each business.]

For assistance adopting a smoke-free policy contact

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Sample signs
are available.