

**CARMICHAEL WATER DISTRICT
POLICY MANUAL**

POLICY 6040: Smoke Free Workplace

6040.10 It is Carmichael Water District's (District) intent to provide all employees with an environment that is tobacco and smoke free as defined in this policy.

6040.20 Ample research exists demonstrating the health hazards of the use of tobacco products. Therefore, in the best interest of the health and safety of employees and the general public, the smoking (including the use of e-cigarettes or "vaping") and/or chewing of tobacco products shall be banned completely within District buildings or confined spaces, in District vehicles, or within twenty (20) feet of main entrances, exits, or windows.

6040.20.1 The successful implementation of this policy depends upon the thoughtfulness, consideration, and cooperation of tobacco users and non-tobacco users. All individuals on District premises share in the responsibility of adhering to this policy.

6040.30 All District employees will be responsible for advising members of the public who are observed smoking (including the use of e-cigarettes or "vaping") and/or chewing tobacco products on District property of the District's policy on the matter. Said individuals shall be asked by staff to refrain from smoking and/or chewing.

6040.30.1 Members of the public who refuse to comply with this policy may be directed by District management personnel to leave District property.

6040.40 District employees who violate this policy will be subject to disciplinary action.