

MUSKEGON COUNTY SMOKING POLICY

The Muskegon County Smoking Policy, adopted August 27, 1992, shall be replaced with the following:

Statement of Policy

To protect and enhance indoor air quality and contribute to the health and well-being of all Muskegon County employees and clients, contractors, and visitors, all enclosed facilities, and vehicles, owned or leased by the County, shall be smoke free, except in officially posted designated areas, as set forth below, effective January 1, 2006.

Smoking shall be strictly prohibited within all work areas and public spaces of all enclosed County facilities, including conference rooms, reception areas, restrooms, stairwells, hallways, lobbies, entryways and workstations and within all County vehicles, owned or leased by the County, subject to exceptions hereinafter noted.

Furthermore, except in officially posted designated areas as determined by the Administrator, smoking shall be strictly prohibited on all outdoor County property of the County facilities listed in Attachment A.

This policy applies to all employees, clients, visitors or persons otherwise on County property.

Copies of this policy will be distributed to new employees by the Human Resources Department at the time of hire and to all existing employees by their Supervisor or Department Head. Prominent signs displaying the following statement will be posted at all entrances and throughout each County facility:

**MUSKEGON COUNTY ORDINANCE PROHIBITS SMOKING ON ALL COUNTY
PROPERTY EXCEPT IN OFFICIALLY POSTED DESIGNATED AREAS.**

Assistance to Smokers

Those employees who smoke and would like to take this opportunity to quit smoking are invited to participate in smoking cessation programs offered by Muskegon County.

Enforcement of Policy

The success of this policy will depend upon the thoughtfulness, consideration and cooperation of smokers and nonsmokers. All employees, clients, contractors and visitors share in the responsibility for adhering to an enforcing the policy.

Complaints

Persons observing a violation of this policy should bring it to the attention of the Sheriff or his deputies at 724-6236.

Investigation

The Sheriff or his deputies receiving a complaint will investigate and take action to resolve the issue as soon as possible.

Violators

Persons found to have violated this policy shall be subject to the violations and penalties section of the Muskegon County Smoking Pollution Control Ordinance.