

# TOBACCO FREE ENVIRONMENT

## Policy EC-08

### PURPOSE

The State of South Dakota is dedicated to providing a healthy, comfortable, and productive environment for employees, clients, and visitors.

### POLICY REQUIREMENTS

Effective May 31, 2006, smoking and the use of all tobacco products was prohibited on all real property or portions thereof owned by the Executive Branch of state government under the direction and control of the Governor and all real property leased by the state where the state is sole occupant.

This policy applies to employees and visitors, and includes all vehicles, parking lots, and walkways leading into state buildings throughout South Dakota. The following are exceptions: patients and residents at the Human Services Center in Yankton, clients at the State Developmental Center in Redfield, visitors to campsites in state parks, and upon state highways and outdoors at state highway rest stops. The Bureau of Administration and/or appropriate Department Secretary may grant limited exceptions for specific, special events.

Enforcement of this policy is the shared responsibility of all Executive branch personnel. All employees are encouraged to communicate this policy with courtesy, respect, and diplomacy. Incidents of smoking and/or tobacco use by employees will be documented for supervisor follow-up.

This policy applies to all state employees, clients, visitors, and other persons using the facilities.

### EXCEPTIONS

Smoking may occur on a boulevard sidewalk.

### POLICY INDEX

<b>Scope:</b>	Capitol Complex
<b>Replaces Policy:</b>	EC-96-9
<b>Effective Date:</b>	May 2015
<b>Supersedes Version Written:</b>	August 2008
<b>Office of Primary Responsibility:</b>	Bureau of Administration

### REVISION LOG

August 2008	Removed exception for special events
May 2015	Removed exception for residents of the State Veteran's Home in Hot Springs