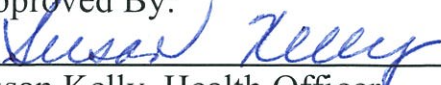


HARFORD COUNTY HEALTH DEPARTMENT POLICY

Title of Policy: Tobacco-Free Rules and Regulation Policy	
Program Area: Administration	
Approved By: 	Original Effective Date: January 1, 2012
Susan Kelly, Health Officer	Revised Dates: 12/6/13

1.0 POLICY

The Harford County Health Department (HCHD) has adapted the Harford County Tobacco-Free Rule and Regulation Policy effective January 1, 2012. This rule and regulation applies to all individuals on county owned/operated property and/or within County/State owned or leased vehicles including employees, vendors and visitors.

2.0 PURPOSE

The Harford County Health Department in conjunction with the County is committed to promoting a healthy and productive environment for our employees, vendors, and visitors. This rule and regulation is intended to:

- (1) Reduce the health risks related to tobacco, smoking, second-hand smoke, and third-hand smoke in as much as smoking is a major cause of preventable disease and death;
- (2) Reduce environmental damage caused by discarded cigarette butts;
- (3) Eliminate the risk of smoking-caused fires; and
- (4) Promote a positive image to the public.

3.0 PROCEDURES

- 3.1 Any tobacco products are prohibited on all property owned, leased or operated by Harford County (the "County"), Maryland, as well as any active County worksite. This consists of all buildings and grounds, including exterior open spaces, parking lots and garages, driveways and recreational facilities, with the exception of the District Court grounds and parking facility and the Circuit Court grounds. In addition, smoking is prohibited in any vehicle owned or leased by the County/State.
- 3.2 Smoking is defined as the burning of tobacco or other material in any type of smoking equipment, including but not limited to cigarettes, cigars or pipes. The use of tobacco products include, but are not limited to snuff, dip, e-cigarettes and chewing tobacco. Per the landlord's approval, these tobacco products are also banned from usage at the Harford County Health Department worksite located at 120 S. Hays St. Bel Air, MD 21014.
- 3.4 Employees who violate this regulation are subject to disciplinary action. Visitors and/or vendors who are observed violating this regulation will be required to cease the violation, or will be asked to leave the premises.

3.5 Concerns regarding violations of this regulation should be referred to the Department of Administration, 220 S. Main Street, 3rd Floor, Bel Air, Maryland 21014, (410) 638-3350.