



## DODGE COUNTY ADMINISTRATIVE POLICIES AND PROCEDURES

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|  | Approval Date: 8/4/2014  |
| Policy Title: <b>312 –Smoke Free Workplace</b> | Effective Date: 8/4/2014 |
|  | Revision Date(s): 5/6/17 |

To protect and enhance our indoor air quality and to contribute to the health and well-being of all employees, Dodge County shall be entirely smoke free.

The use of all tobacco and smoking products, including but not limited to, chewing tobacco, electronic cigarettes (E-cigarettes), is prohibited in all County buildings, and outside all County buildings except in specifically designated areas. Such designated areas will be marked with "Smoking Permitted" signs.

Violators of the smoking restrictions will be subject to progressive discipline and may be subject to any financial penalties as prescribed by state statute.