

# WYOMING STATE GOVERNMENT NONSMOKING POLICY

## DEFINITION

Smoking is defined as a lighted cigar, cigarette, pipe, or other lighted tobacco product.

## POLICY STATEMENT

It is a state policy that state employees must be provided an environment free from the hazards of tobacco smoke. To protect the health of state employees, smoking is not permitted in any state building that is under the authority of the Capitol Building Commission, except in a specially ventilated designated smoking area.

## DESIGNATED SMOKING AREAS

Smoke-free buildings are encouraged. If a designated smoking area is established, it must meet the following conditions:

1. It must be separately ventilated to the outside with no connection to the main building ventilation.
2. It must be ventilated at the minimum rate of four air exchanges per hour.

Agency heads wishing to establish a designated smoking area shall obtain prior approval through the Clerk of the Capitol Building Commission.

## EXCEPTIONS

Living quarters provided by the state shall be exempt from this policy. Each state institution that is under the direction of the Board of Charities and Reform shall develop and implement a nonsmoking policy that is appropriate for its particular institutional environment.

## LEASED PROPERTY

This policy shall apply to all building space leased by the state for the conduct of state business. This policy shall also apply to state building space leased to private vendors. Lease agreements with private vendors shall specify that vendors comply with the state nonsmoking policy.

## MOTOR VEHICLES

DAFC MVMS shall maintain separate smoking and nonsmoking motor pool vehicles. Permanently assigned vehicles may be designated smoking or nonsmoking by the agency director. No smoking is permitted in nonsmoking vehicles at any time. Smoking is permitted in smoking vehicles only if all vehicle occupants agree to allow smoking.

## ENFORCEMENT

Compliance with the policy and complaints arising from the policy shall be handled through normal supervisory channels and the State of Wyoming Personnel Rules. Visitors and guests shall comply with this policy.

## IMPLEMENTATION

This policy shall become effective on October 1, 1989. The Capitol Building Commission will be responsible for the implementation of this policy, including:

1. Setting an announcement date approximately 3-6 months prior to the effective date.
2. Communication of this policy to state employees and the general public at the announcement date and again at the effective date.
3. The posting of appropriate signs in state buildings and leased building space at the effective date.
4. Coordinating programs to: a) educate employees about the health effects of smoking and ETS, b) assist employees who want to quit smoking, and c) provide incentives to further encourage and reward those who do not smoke. Specifically, the Employee Group Insurance Board shall pursue the offering of differential rates for smokers and nonsmokers based on actual claims experience for these two groups.

## MONITORING

This policy will be reviewed six months after the effective date to obtain feedback and make corrections if necessary. Employees should address their questions or comments about the policy in writing to the Capitol Building Commission.

## STATEMENT FROM SMOKING POLICY CHANGE TEAM: RECOMMENDED STATE NONSMOKING POLICY

### PURPOSE AND BACKGROUND

The purpose of this section is to provide state employees and the general public with an understanding of the Wyoming state government nonsmoking policy. The policy is designed to protect the health and safety of state employees by providing for smoke-free work areas, including areas of contact with the general public.

Smoking is the single most important cause of preventable death in our society (14), causing 390,000 premature U.S. deaths annually (14). More than one of every six deaths is due to cigarette smoking (14). Nonsmoking policies can encourage employees to quit smoking by providing a supportive environment (14).

Environmental tobacco smoke (ETS) is composed of approximately 4,000 chemical compounds, several of which are known toxins and carcinogens (1,5,12,15,22). Exposure to ETS is a cause of disease, including lung cancer, in healthy nonsmokers (12). ETS is a major source of employee discomfort and is a leading cause of indoor air pollution (15, 22). It also has detrimental effects on electronic equipment, furniture, sensitive documents, and artwork (9,18).

Simple separation of smokers and nonsmokers in the same airspace does not eliminate the hazards of ETS (12). Electrostatic precipitators (electronic air cleaners) are not appropriate for reducing the hazardous gases in ETS (3,15,22). Unless separately ventilated to the outside at adequate rates, designated smoking areas concentrate smoke and return contaminated air to the rest of the building (19).

Tobacco smoke is a building-wide problem, not readily solvable by individual systems agency action in buildings which house multiple agencies. The ventilation systems in most state buildings are not adequate to allow smoking (20), falling far short of the American Society of Heating, Refrigerating, and Air Conditioning Engineers recommendation of 30 cubic feet per minute per person if smoking is allowed (2). The cost of increasing the ventilation to meet this recommendation is prohibitive (3,19).

It is a federal and state occupational health and safety law that employers must provide a place of employment free from recognized hazards that are causing or likely to cause death or serious physical harm (4,21). Tobacco smoke is clearly a hazard of this magnitude (12). Recent court decisions have upheld this, finding that the right of an individual to risk his or her health by smoking does not include the right to jeopardize the health of those who must remain around him or her to properly perform the duties of their job (7,8).

Since cigarette smoking is an addiction (13), adequate lead time is necessary to allow smoking employees to prepare for working in a smoke-free environment.

The economic impact of smoking includes lost productivity from premature death and disability, increased absenteeism, increased medical care costs, and increased spending for cleaning and ventilation (6,10,11,16,17). Incentives that encourage nonsmoking and reward those who do not smoke are appropriate.

## REFERENCES

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