

**(OPP-11)**

**DATE:** February 1, 2016

**FROM:** Office of Physical Plant

**TO:** All Physical Plant Technical-Service Employees

**SUBJECT:** Tobacco Use Policy

In accordance with University Policy AD-32, smoking of any material is prohibited in all University facilities, at all locations, including University-owned vehicles. Smoking or any open flame is also prohibited on both the east and west loading docks of the Physical Plant Building.

Smokeless tobacco and all by-products must be disposed of in a sanitary manner by the user in a proper receptacle. This does not include recycling receptacles, office waste cans, water fountains, restroom fixtures, vehicles, on the floor in buildings, or on the ground in pedestrian traffic areas (such as sidewalks, loading docks, or mechanical rooms).

Established as policy April 3, 1989

Revised June 28, 1995

Revised September 3, 2001

Revised June 3, 2002

Revised February 1, 2016 (number change from OPP-17 to OPP-11 – No changes)