

## Sample Language for Smoke and Vape Free Workplace Policies

[*If applicable*] This Smoke Free Policy amends the current Smoke Free Policy to include the use of electronic nicotine delivery systems – known as e-cigarettes, e-cigars, e-hookahs and e-pipes.

To protect and enhance indoor air quality and contribute to the health and well-being of all employees and visitors, \_\_\_\_\_ [*insert organization name*] shall be entirely smoke free and vape free. This policy is effective immediately.

Smoking and vaping are prohibited in all enclosed areas within this worksite without exception. This includes common work areas, auditoriums, classrooms, conference and meeting rooms, private offices, elevators, hallways, medical facilities, cafeterias, employee lounges, stairs, restrooms, employer-owned or leased vehicles and all other enclosed facilities.

Definitions: Smoking refers to the use of traditional tobacco products. Vaping refers to the use of electronic nicotine delivery systems or electronic smoking devices. These are commonly called e-cigarettes, e-pipes, e-hookahs and e-cigars.

Background: To date, e-cigarettes and similar devices are not regulated by the U.S. Food and Drug Administration (FDA) and are not approved as cessation aids. The FDA has, however, concluded that e-cigarette pose health risks and contain detectable levels of carcinogens and toxic chemicals. At this time, e-cigarettes are not considered a safe alternative to smoking, and no scientific evidence has shown that they help smokers quit.

**Washtenaw County Public Health has provided this sample language as a resource for organizations developing or updating their workplace policies. The information is current as of January 3, 2017.**

If you have questions or would like more information, visit Washtenaw County Public Health online <http://publichealth.ewashtenaw.org>.