

Washtenaw County Community Mental Health

**BUILDING AIR QUALITY – (policy)**

**PURPOSE**

- It is the intention of this policy to ensure that there is the best air quality possible in all buildings and property of WCCMH.

**POLICY**

- In order to provide the best air quality WCCMH does not allow cigarette smoke and/or e-cigarette vapors in any office, group room, common meeting area, lobbies or on the property of any WCCMH building. By adhering to this policy all staff and visitors will be provided with a respectful environment.
- This policy applies to all employees, vendors and visitors. In addition, it applies, to all County-sponsored meetings held at WCCMH

**ACCOUNTABILITY and ASSISTANCE**

- The implementation and enforcement of this policy may require WCCMH employees to curtail or stop behaviors that violate the policy, at least during work hours. Unfortunately, this may prove difficult for some employees. Upon request, individual support will be provided, where practical, to county employees adversely affected by this policy.
  - All WCCMH employees share in the responsibility for adhering to this policy.
  - WCCMH shall periodically offer employees programs and information's to assist those employees who desire to curtail or stop these prohibited behaviors.
- Signs will be posted in the lobbies and common areas of CMH buildings that explain the prohibited behaviors for consumers and guests to see.

**ENFORCEMENT**

- WCCMH employees are responsible for the enforcement of this policy for employees and visitors.

**PROCEDURE(S)**

*See procedures manual*

**REFERENCES/NOTES**

There are no additional external references, sources or notes for this policy.

**EXHIBITS**

There are no additional exhibits for this policy.