

Buffalo & Erie County Public Library
PERSONNEL POLICIES AND PROCEDURES

SUBJECT: Smoking Policy

CHAPTER: VIII

SECTION: 7

EFFECTIVE DATE: 1/97

REVISION DATE: Modified for the B&ECPL 1/12, 5/29/19

I. STATEMENT OF POLICY

The Buffalo & Erie County Public Library is committing to ensuring that the public has the right to transact library business in a smoke-free environment and that employees have the right to work in a smoke-free environment. This policy is based on New York State Public Health Law Section 1399-O, Erie County Local Law 5 of the year 1996, and the Rules of Conduct and Central Access Ramp Policy as amended by the executive committee of the B&ECPL Board of Trustees, May 16, 2019.

Employees are prohibited from vaping, smoking cigarettes, cigars, pipes, smokeless electronic cigarettes or using tobacco products inside of the Library or within one hundred (100) feet of any entrances, exits or outdoor areas of Library property. Further, the Central Library Access Ramp is designated as a "Smoke Free" area. Smoke Free prohibits vaping, smoking cigarettes, cigars, pipes, smokeless electronic cigarettes or using tobacco products on the Central Library Access Ramp.

II. GUIDELINES

Managers and supervisors are responsible for enforcing the provisions of this policy in their work areas. The Chief Operating Officer is responsible for administration of this policy.