

UNIVERSITY OF HAWAI'I

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EXECUTIVE POLICY - ADMINISTRATION

March 1988

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E10.102 Smoking in the Workplace

I. INTRODUCTION

Act 245, Session Laws of Hawai'i 1987, went into effect to protect the health of State employees from unnecessary exposure to smoke. This Act, relating to smoking in the workplace, requires all State departments to adopt, implement, and maintain a written policy. Our initial policy was adopted in September, 1987. An opinion by the State Department of the Attorney General in February, 1988 defined cafeterias in state and county buildings as "areas open to the public" in which smoking is prohibited. Our policy has been amended to reflect this decision.

II. OBJECTIVE

To provide systemwide executive support to implement the "Smoking in the Workplace" statute.

III. POLICIES

- A. As the leading educational institution in this state, the University of Hawai'i at Mānoa recognizes the right of non-smokers not to breathe smoke-contaminated air, as well as the right of employees, students, and visitors to smoke within reasonable restrictions, as long as the air of the non-smoker is not contaminated.
- B. Smoking is permitted in any completely enclosed area where all occupants consent.
- C. Smoking is prohibited in the following areas:
  - 1. Common workplaces: areas where smoke can drift or be carried to other occupied spaces. This includes areas which have air conditioning or ventilating systems which recirculate the air and hallways that are open to work areas.
  - 2. All interior areas open to the public, including service counters, reception or waiting areas, lobbies, and restrooms.
  - 3. Elevators, classrooms, conference and meeting rooms, and enclosed auditoriums.

4. Dining rooms and cafeterias.
5. Laboratories and other high hazard areas.