

## **Township of Manheim Smoking Policy**

### Purpose and Background

On February 19, 1989 a new act became law in Pennsylvania. Known as the Clean Indoor Air Act, this act provides for the protection of public health and comfort by regulating and controlling smoking in certain public places, at public meetings and in the work place.

Research has shown that nonsmokers with chronic heart or lung disease can experience severe distress when exposed to sufficient concentrations of second-hand smoke. Furthermore, recent medical studies indicate that long-term exposure to involuntary smoking may increase nonsmoker's risks of developing severe lung disease.

The Township of Manheim is dedicated to providing a healthy comfortable and productive work environment for our employees and visitors. This goal can be achieved only through ongoing efforts to protect nonsmokers and to help employees adjust to restrictions on smoking. Effective July 17, 1989, smoking is prohibited throughout all Township buildings except in designated smoking areas identified by "Smoking Permitted" signs.

### Designation of "Smoking Permitted" Areas

"Smoking Permitted" areas will be designated. Locations which may be considered for designation as "smoking permitted" include outdoor areas, areas where adequate ventilation is available and other areas which are not used by nonsmokers. Private offices may be designated "smoking permitted" or "no-smoking" by the occupant. However, the occupant should refrain from smoking in their office when a nonsmoking employee or visitor is present.

Smoking is not permitted in the following areas:

- Any indoor areas accessible by the general public including general office areas, meeting rooms, and areas of public conveyance.
- Any area in which a fire or safety hazard exists.
- Common areas, including lobbies, waiting rooms, copier rooms, reception areas, customer service areas and restrooms.
- Areas in which smokers and nonsmokers work together.
- Smoking is not permitted in or on Township-owned vehicles.

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