



**DEPARTMENT OF CORRECTIONS**  
**Human Resources**



<b>Title:</b>	<b>Smoke-Free Workplace</b>	<b>DOC Policy: 20.6.3</b>
<b>Effective:</b>	<b>1/4/2012</b>	<b>Supersedes: 07/15/1998</b>
<b>Applicability: All functional units</b>		
<b>Directives Cross-Reference:</b> <b>HRSD Permanent Rule 105-050-0006</b>		
<b>Attachments: None</b>		

**I. PURPOSE**

To maintain a drug-free workplace within the Department of Corrections in order to promote employee safety, health and efficiency.

**II. POLICY**

The department has adopted the following Department of Administrative Services (DAS), Human Resource Services Division (HRSD) position management policy.

[Admin Rule 105-050-0006](#) – Smoke-Free Workplace

The following replaces item (1) of the DAS Admin Rule: 105-050-0006 – Smoke-Free Workplace: The Director or designee shall designate areas in the workplace where smoking is allowed, unless otherwise prohibited by rental agreement or property management policy.

**III. IMPLEMENTATION**

- A. This policy does not restrict the use of smokeless tobacco within DOC facilities.
- B. Functional unit managers of department facilities and institutions may adopt a procedure to implement this policy.

Certified: signature on file  
Birdie Worley, Rules Coordinator

Approved: signature on file  
Mitch Morrow, Interim Director