



**POLICIES**

Effective Date: May, 6, 1989

Interim Date: July 21, 2015

Revised: July 1, 2015

Approved by: James E. K. Hildreth, Ph.D., M.D.  
President and Chief Executive Officer

Subject: Human Resources – Smoke Free Environment

**PURPOSE:**

To set policy regarding a clean air/smoke-free environment in all College-owned or leased facilities and vehicles and to protect the health of non-smoking patients, faculty, staff, students, volunteers, visitors and the general public. This policy incorporates the major provisions of existing state and local laws on smoking in the workplace.

**ACCOUNTABILITY:**

By direction of the President, the vice presidents and deans shall ensure compliance with this policy. The Director of Human Resources and the Safety and Security Office are responsible for supporting the deans and vice presidents in enforcing this policy.

**DEFINITIONS:**

*Smoking* – defined as the burning consumption of a lighted cigarette, cigar, pipe or any other substance which contains tobacco.

**PROCEDURE:**

In an effort to provide a safe, healthy, and comfortable environment for all employees faculty, students, administrators, patients, volunteers, visitors, and the general public, smoking is prohibited in all College owned or leased facilities and vehicles. Smoking is allowed only in outdoor areas where it is specifically permitted and designated by signs.

**Requirements**

There shall be no smoking at or near the front or main entrances of any College-owned or leased buildings, unless otherwise designated.

Outdoor smoking areas have been established on campus and are identified with the sign “Designated Smoking Area.” These are the only areas where smoking is permitted. The Director of Operations is responsible for posting signs as part of the Meharry Medical College Signage Program.



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**Sanctions**

Faculty, staff, students, administrators, volunteers and others who violate this policy are subject to appropriate disciplinary action in accordance with Meharry Medical College's Smoke-Free Environment Policy. Disciplinary action may include suspension or termination from the College. Visitors in violation of this policy may be escorted from the premises, if appropriate.

If the smoker is a visitor and has failed to respond to reminders or requests for compliance, the Safety and Security Office shall be contacted. The Safety and Security Officer shall notify the smoker of Meharry Medical College's smoke free environment policy and, if compliance is not immediately obtained, shall escort the visitor/smoker(s) from the premises.

**EXHIBITS: N/A**