

## VI – 8.10 UMCES POLICY ON SMOKING

Approved by the President August 19, 2013. Reviewed and updated with Administrative Council review January 12, 2023.

### I. PURPOSE AND SCOPE

- A. Purpose. The University of Maryland Center for Environmental Science implements BOR approved Policy on Smoking at USM Institutions and seeks to promote a healthy, smoke-free environment for students and employees. In recognition of the health risks of tobacco smoke, this policy establishes standards and requirements to provide a smoke-free environment for all UMCES faculty, staff, faculty research assistants (FRAs), students, and visitors.
- B. Scope. This policy applies to all UMCES students, FRAs, faculty, staff, contractors and employees of contractors providing services on USM campuses, agents, guests, and visitors.

### II. DEFINITIONS

- A. “Institution Property” means any property owned, leased, or otherwise controlled or operated by an institution, including buildings, other structures and grounds, vessels and vehicles owned or leased by the institution.
- B. “Smoking” means carrying or smoking a lighted tobacco product, utilizing an electronic nicotine delivery device, or the burning of any material to be inhaled including, but not limited to, cigarettes, cigars, hookahs, and pipes.

### III. PROHIBITIONS ON INSTITUTION PROPERTY

- A. Prohibitions against Smoking
  - 1. Consistent with Maryland law, smoking is not permitted on any institution property including academic buildings, residence halls, administrative buildings, other enclosed facilities, vessels or vehicles, except as provided in Section III (A) 3, below.
  - 2. Smoking is prohibited on all institution grounds and property, including walkways, parking lots, and recreational and athletic areas, except as provided in Section III (A) 3, below.
  - 3. Smoking in and on institution property will be permitted only as follows:
    - a. For controlled research, and educational, theatrical, or religious ceremonial purposes, with prior approval of the President or the President’s designee;
    - b. In limited and specific designated areas as approved by the President; or
    - c. Subject to any other exception to this policy recommended by the President and approved by the Chancellor.

- B. Prohibitions against Sale. The sale of tobacco and smoking-related products is prohibited on institution property.

#### IV. SMOKING CESSATION ASSISTANCE

- A. Smoking Cessation Information and assistance options will be made available through the Office of Human Resources.

#### V. IMPLEMENTATION PROCESS

- A. Communication. This policy will be posted on the UMCES Human Resources website to provide ongoing information to communicate the requirements of this policy, including dissemination of the key elements of the policy to faculty, staff, students, FRAs, and others on websites and in appropriate written materials.
- B. Signage. All UMCES sites shall provide the placement of notices and signs announcing that smoking is prohibited.
  - 1. Signs indicating that UMCES is a Smoke Free Campus shall be conspicuously posted at every UMCES owned or commercially leased building entrance doorway.
  - 2. Interior “No Smoking” signs or the international "No Smoking" symbol (consisting of a pictorial representation of a burning cigarette enclosed in a red circle with a red bar across it) or similar notices are to be posted within UMCES properties, including leased offices within buildings and vessels, as needed, to inform guests, visitors, vendors and other members of the public of this Policy.
  - 3. If an UMCES location, pursuant to Section V.D below, has an approved smoking area, signs are to be posted specifically identifying that area.
- C. Community Outreach. Each UMCES location will engage in outreach to the community, as appropriate, to facilitate coordination with local government authorities and to assist residents and businesses near the institution in preventing trespass and littering that may result if members of the campus community seek to smoke in nearby off-campus areas.

- D. Designated Smoking Areas. Requests for such areas must be in writing from the Laboratory Director to the Vice President for Administration and Finance for the President and include the reason for the request and the proposed location. If approved:
1. Such locations must;
    - a. Be posted as designated area,
    - b. Be at least 20 feet away from all building openings including walkways, doorways, air or ventilation intake systems, entryways, and windows on institution grounds.
    - c. Have a receptacle for smoking refuse such as an ash urn or other containers specifically designated for that use.
- E. Effective Date. The provisions of this policy are effective immediately.