

# HUMAN RESOURCE MANAGEMENT

Smoking and Tobacco Use

Policy 7-8

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**Policy**

The Department of Children and Families shall prohibit the use of tobacco, tobacco products or any product used to simulate smoking in the workplace except in areas designated for such use. Employees utilizing designated tobacco use areas shall dispose of tobacco products in appropriate receptacles.

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**Definitions**

**Product used to simulate smoking** means any non-tobacco smoking substitute device including but not limited to electronic "cigarettes," steam cigarette devices or any product that is ignited or activated and inhaled regardless of tobacco content.

**Tobacco and tobacco products** means any product containing tobacco including but not limited to cigarettes, cigars, chewing tobacco, dip and pipe tobacco.

**Workplace** means any location owned, operated or controlled by the State of Connecticut, including state vehicles and any other location where state business is being conducted including areas through which an employee travels while on state time.

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