

LOYOLA MARYMOUNT UNIVERSITY  
HUMAN RESOURCES POLICIES AND PROCEDURES

DIVISION: <b>Administration/Human Resources</b>	
SUBJECT: <b>Smoking</b>	Page 1 of 1
Policy Number:	Supersedes: <b>Smoking</b>
Effective Date: <b>01/01/18</b>	Previously Issued: <b>12/15/15</b>

**1. STATEMENT OF POLICY<sup>1</sup>:**

The University wishes to provide a workplace and study environment which is healthy, conducive to productivity and comfortable for all members of the campus community. Given the established harmful effects of smoking to both smokers and non-smokers, it is the intent of the University to reduce the existence of this health hazard in our campus environment. This policy applies to faculty, staff, religious, students and visitors.

**2. DEFINITIONS:**

“Smoking” includes, but is not limited to, the combustion or vaping of any cigar, cigarette, pipe, unregulated nicotine product (e.g., e-cigarettes, vapor cigarettes) or any similar item, using any form of tobacco or other combustible substance.

“Enclosed buildings” includes, but is not limited to, student residence halls and apartments, buildings which house offices, work areas and classrooms.

“Work Areas” include, but are not limited to, areas normally reserved for the exclusive use of faculty, staff or students (e.g., office or desk), as well as conference/meeting rooms, adjacent common areas, restrooms and elevators.

“Classrooms” include, but are not limited to, rooms provided for instruction or other activities related to the learning experience, as well as laboratories, libraries, auditoriums and gymnasiums.

**3. POLICIES/PROCEDURES:**

Smoking is prohibited in all enclosed buildings and vehicles owned or leased by the University. Smoking is permitted only outside of enclosed buildings in areas which are designated smoking areas.

Smoking illegal substances (as defined by state and federal law) is prohibited at all times.

<sup>1</sup> This policy complies with and is governed, in part, by California Labor Code, section 6404.5.