

CITY OF NORTON SHORES

NO SMOKING POLICY

UPDATED: May 17, 2016

Purpose

The purpose of this policy is to comply with the Muskegon County Clean Indoor Air Regulation and to maintain a healthy environment for employees and customers.

Policy

This policy is to revise the Policy on No Smoking that was issued September 30, 2009.

The City of Norton Shores prohibits smoking and any other use of tobacco, vapor or any alternative nicotine product in all City buildings and vehicles. This includes within distance from entrances, windows and ventilation systems to enclosed areas where smoking is prohibited that may allow smoke to enter these areas.

Enforcement

All employees share in the responsibility for adhering to and abiding by this policy. Any person observing a violation of this policy will first bring it to the attention of the offending party and seek voluntary cooperation. If the offender is noncompliant, the person observing the violation will notify the supervisor or manager about the violation. Supervisors receiving a complaint will investigate and take action to resolve the issue as soon as possible. If all internal steps fail to result in compliance, contact the Compliance Evaluator at Muskegon County Public Health for assistance.

Violations

Persons found to be in violation of the City of Norton Shores No Smoking Policy will be subject to discipline in the same manner as violations of other City policies.

Persons violating this regulation and investigated by the Muskegon County Public Health will be subject to fines as outlined in the Muskegon County Clean Indoor Air Regulation, Section 1012, Violations and Penalties.



Anthony D. Chandler
Director of Administrative Services/
Assistant to the City Administrator