

Reference: HUMAN RESOURCES
Title: SMOKE FREE WORKPLACE
Policy Number: 04-03-05
Effective Date: 01-06-2020
Revision Dates: 05-13-14, 2-26-07, 05-11-2021

I. PURPOSE

To define the position of the Niagara Frontier Transportation Authority and the Niagara Frontier Transit Metro System, Inc. (collectively referred to as "NFTA" or "Authority") on smoking in the workplace and facilities/properties.

II. APPLICABILITY

This policy applies to all Authority employees, and all visitors to the Authority's facilities/properties.

III. POLICY

Smoking is prohibited inside and within twenty (20) feet of entrances of all Authority buildings and facilities, including enclosed entrances and vestibules, and public means of transportation.

In the interest of promoting a safe and healthy workplace, and to promote the health and safety of Authority employees, smoking is also prohibited inside of all Authority non-revenue vehicles.

At some locations, a designated smoking area/location is provided. Smoking is permitted within these areas/locations only. These areas are marked as smoking areas/locations.

As defined by the New York State Public Health Law (Section 1399-N), smoking is, "the burning of a lighted cigar, cigarette, pipe, or other matter or substance which contains tobacco". **The Authority's rules and regulations further defines smoking as "the use of an electronic or battery-operated device that is capable of delivering vapor or inhalation, with or without nicotine"**.

Employees who violate this policy will be subject to discipline, up to and including termination.