



UNIVERSITY OF RICHMOND

Policy Manual

Policy #:	SEC-2001	Policy Title:	Smoking and Vaping Policy
Effective:	07/15/2018	Responsible Office:	Office of Environmental Health and Safety
Date Approved:	07/06/2018	Approval:	EVP and Chief Operating Officer
Replaces Policy Dated:	12/01/2013	Responsible University Official:	Director of Environmental Health and Safety

PURPOSE:

This policy provides for the health and safety of University of Richmond students, faculty, staff, and visitors and for the protection, efficient use, and enjoyment of the University of Richmond campus. It incorporates the Leadership in Energy and Environmental Design (LEED) certification requirements and provides guidance for employees and students seeking smoking cessation programs.

SCOPE:

This policy applies to all buildings and properties owned by the University of Richmond.

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POLICY STATEMENT:

SEC-2001.1 – Definition

Smoking is defined as the act of lighting, smoking or carrying a lighted or smoldering cigar, cigarette, pipe or e-cigarette of any kind.

SEC-2001 – Smoking and Vaping Policy

SEC-2001.2 – Policy

The University of Richmond prohibits smoking or vaping (e-cigarettes), inside classrooms and administrative buildings, residential facilities, dining areas, athletic facilities and university owned vehicles. Smoking is prohibited within 25 feet of the outside of any building to prevent smoke and e-cigarette vapors from entering through entrances, windows, ventilation systems, or other means.

SEC-2001.3 – Roles and Responsibilities

Responsibilities of Faculty, Students and Staff

All university faculty, staff, and students share the responsibility for maintaining a healthy campus environment. Faculty and Staff who participate in the University's health insurance plan may take advantage of any smoking cessation program offered through such plans. Student Health Services will provide access to smoking cessation programs for students upon request.

Faculty, staff, and students are permitted to notify any person violating this policy to discontinue smoking immediately or move to the requisite distance from a building. Issues of non-compliance should be reported to a supervisor in the building.

Responsibilities of Supervisors

It is the responsibility of each supervisor, manager, department head, director, dean, and area coordinator to enforce the provisions of this policy within their areas of work. If a manager or supervisor cannot be located or if the responsible person is unable to remedy the situation, the Office of Safety and Risk Management should be contacted for assistance. The Office of Safety and Risk Management will review the infraction and refer to the appropriate authority for corrective action.

SEC-2001.4 – Applicable Regulatory Standards

Code of Virginia Chapter 28.2. Virginia Indoor Clean Air Act

RELATED POLICIES:

POLICY BACKGROUND:

Policy in existence prior to 2007.

Policy updated 11/01/2013 and became effective 12/01/2013.

Policy updated to include vaping in July 2018. This policy was reviewed by President's Cabinet prior to approval in 2018.

POLICY CONTACTS:

Director of Environmental Health and Safety