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## **AUHR 4.02 SMOKING AND TOBACCO**

### **Rule**

All City of Portland facilities, including all Auditor's Office locations, are smoke- and tobacco-free areas. Use of chewing tobacco during work hours is similarly prohibited. Auditor's Office employees share in the responsibility for adhering to this rule and for bringing it to the attention of persons visiting City buildings and facilities.

Additionally, any site where employees are performing work, including but not limited to field work, may be designated as a smoke-free area.

### **Smoking Instruments and Tobacco Products**

Any cigar, cigarette, pipe, e-cigarettes, vaping or other smoking equipment, and chewing tobacco is covered by this rule.

### **Smoking and Tobacco Use in City Vehicles**

City vehicles are considered designated work areas under this rule and as such are smoke- and tobacco-free" except as designated.

### **Smoking Outside of City Owned Buildings**

Smoking or carrying any lighted smoking instrument is prohibited within 50 feet of the exterior of any building the City of Portland owns and is occupied by City employees. The no smoking area does not extend into the roadway, but does include driveways, planting strips, sidewalks and pedestrian ways within 50 feet of the building.

### **Smoking Breaks**

No additional breaks or rest periods will be granted to employees who smoke or use chewing tobacco.

### **References**

City Code 8.65

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## Human Resources Rule Information and History

Questions about this administrative rule may be directed to the [Management Services Division](#) of the Auditor's Office.

Adopted by the City Auditor December 11, 2017.

Adapted from City of Portland Human Resources Administrative Rule 4.02 Smoking and Tobacco.

Adopted by Council March 6, 2002, Ordinance No. 176302.

Last revised April 25, 2016.