

# Frequently Asked Questions: Tobacco-Free Campus

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## **When will the policy go into effect?**

[INSERT DATE OF IMPLEMENTATION]

## **What does tobacco-free mean?**

The use of any tobacco product is prohibited on all agency controlled property.

## **Who does this policy apply to?**

The rules outlined in this policy apply 24 hours a day, seven days a week to all [AGENCY] employees, clients, contractors, vendors, and visitors.

## **Where can I use tobacco?**

The use of any tobacco product is prohibited in any facility or on any property, owned or controlled by [AGENCY]. This includes parking lots/garages, sidewalks, and breezeways.

## **Does the policy apply to other tobacco products besides cigarettes?**

Yes. The policy prohibits use of all tobacco products including smokeless tobacco, cigars, pipes, electronic cigarettes, and other tobacco products.

## **Why is smokeless tobacco prohibited by this policy?**

There is no safe tobacco product. Smokeless tobacco has been proven harmful and addictive. Additionally, the spitting involved with smokeless products is unsanitary and a possible vehicle of disease.

## **Why does this policy cover e-cigarettes?**

The FDA considers e-cigarettes a tobacco product, not a way to quit smoking. E-cigarettes are a delivery system for nicotine, which is a highly addictive substance; therefore, electronic cigarettes are included as an “other tobacco product” in this policy.

## **Does the policy prohibit employees from bringing cigarettes or other tobacco products to work?**

No. The policy prohibits the USE of tobacco products on agency property.

## **Are employees allowed to smoke in their car while it’s parked on agency property?**

No. The policy prohibits smoking and tobacco use on ALL agency property, which includes inside parked and moving vehicles.

## **Are employees allowed to take breaks to leave agency property to smoke?**

All employees are allowed work breaks according to agency policy.

## **How can I report a complaint?**

Please report all violations to the [INSERT AGENCY ENFORCEMENT CONTACT INFO].

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## **How will the policy be enforced?**

Enforcement of this policy is the responsibility of all [\[AGENCY\]](#) employees. Tobacco-free campus policy information cards will be provided to help facilitate education about and enforcement of the policy.

## **Does an employer have the authority to implement and enforce a tobacco-free policy?**

Employers are free to set policies and implement restrictions that are necessary to provide a safe and healthy working environment. Courts have consistently upheld the constitutionality of policies that restrict or prohibit smoking in the workplace.

## **Do employees, clients, contractors, vendors, and visitors have to quit using tobacco products?**

No, the policy only requires individuals to refrain from using tobacco while on agency controlled property. For those who are ready to quit, there are treatments available:

### **For Employees:**

- Quit for Life Program (1-866-QUIT-4-LIFE) – covered state employees and their dependents are eligible to receive telephone or online coaching, nicotine replacement therapy products such as patches, gum, or lozenges, and no/low cost prescription medicines may also be available depending on coverage. To learn specifics of the state employee cessation benefit, contact PEBA at 803-734-0678 or visit the [PEBA website](#) and click on the “Tobacco Cessation” icon on the right.
- Visit the [Quit for Life website for SC State Health Plan](#) to enroll in the Quit for Life program
- Employees can find additional cessation benefit information in the Insurance Benefits Guide or by visiting [www.ejp.sc.gov](http://www.ejp.sc.gov).

### **For All:**

- S.C. Tobacco Quitline (1-800-QUIT-NOW) – Free for all SC residents; provides phone counseling, web-based services, and free nicotine replacement therapy to eligible callers.

## **Is help available to those who aren't affiliated with [\[AGENCY\]](#)?**

Yes. The South Carolina Department of Health and Environmental Control (DHEC) offers treatment and resources to all residents of South Carolina, as well as links to helpful tools for anyone through the S.C. Tobacco Quitline at 1-800-QUIT-NOW or [www.scdhec.gov/quitforkeeps](http://www.scdhec.gov/quitforkeeps).