

**COUNTY OF RIVERSIDE, CALIFORNIA**  
**BOARD OF SUPERVISORS POLICY**

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<b>NON-SMOKING POLICY</b>	<b>Number</b>	
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**DEFINITIONS:**

**Smoking** means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated tobacco or plant product intended for inhalation in any manner, or in any form. Smoking includes the use of an electronic smoking device that creates an aerosol or vapor, in any manner or in any form. Smoking also includes the use of nicotine delivery systems or the use of any tobacco product.

**Electronic Nicotine Delivery Systems** produce an aerosolized mixture containing flavored liquids and nicotine that is inhaled by the user. These systems are also called e-cigarettes, personal vaporizers, vape pens, e-cigars, e-hookah, electronic pipes or vaping devices. Components of electronic nicotine delivery systems may include, for example, e-liquids, tanks, cartridges, pods, wicks, or atomizers.

**Tobacco Product** means a product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, or snuff.

**POLICY:**

The smoking of tobacco and/or the use of electronic nicotine delivery systems is a positive danger to health, a material annoyance, inconvenience, discomfort and a health hazard to all those who are in the vicinity of tobacco use and/or the aerosolization of nicotine. In order to serve public health, safety and welfare, this policy is intended to protect non-smokers to the maximum extent possible from second hand smoke from any tobacco product, nicotine and other unhealthy by-products in public places.

Smoking inside or in an outdoor area within 20 feet of a main exit, entrance, or operable window of facilities owned and occupied, or leased and occupied by the County of Riverside is prohibited by law. Smoking is prohibited in vehicles owned by the County of Riverside.

It is the responsibility of the department head and departmental supervisors to enforce the non-smoking policy of the County.

The County of Riverside Culture of Health offers information about smoking cessation classes and other resources. Free telephone smoking cessation counseling is available through the California Smokers' Helpline at 1-800-NO-BUTTS.

Employees who continue to smoke or use electronic nicotine delivery systems in non-designated areas may be subject to discipline under the County disciplinary procedure up to and including discharge.

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**Reference:**

Minute Order dated 12/3/1974  
Minute Order dated 10/21/1975  
Minute Order 3.13 of 11/21/1989  
Minute Order 3.62 of 10/01/1991  
Minute Order 3.15 of 08/29/2000  
Minute Order 3.3 of 10/31/2000  
Minute Order 3.7 of 11/07/2006  
Minute Order 3.65 of 8/28/12  
Minute Order 3.8 of 10/23/2018