

**Town of Rumford  
Tobacco-Free Policy  
(Revision)**

**COPY**

The Town of Rumford, Maine is dedicated to providing a healthy and productive work and public environment. Whereas the surgeon general has determined that there is no risk-free level of exposure to second-hand smoke, it is our policy to provide a smoke-free workplace. **This policy covers the use of any and all tobacco products including e-cigarettes and smokeless forms of tobacco** and applies to all town employees, elected and appointed officials, and members of the public.

- A. There shall be no smoking within town owned or leased buildings, vehicles, equipment, Parks, Recreational Areas, all public town land and/or walkways.
- B. All town-owned facilities, properties, and vehicle shall be clearly posted as "tobacco-free".
- C. This policy shall be incorporated into employee orientation and procedure manuals. This policy shall be introduced to all visitors through Tobacco-Free Area signage. The success of this policy will depend on the courtesy and cooperation of both tobacco smokers and nonsmokers.

Violations of this policy will be handled through the established disciplinary procedures.

**This policy applies to all employees, visitors, and contractors and applies to the following town controlled buildings and facilities:**

**Rumford Municipal Building  
Public Works Garage  
Rumford Fire Department  
Parks and Recreation- Hosmer Field Complex  
Any/All Athletic Fields Located in the River Valley  
Rumford Public Library  
Any/All Cemeteries Located in the River Valley  
Any/All Grange and or Meeting Halls in the River Valley**

Assistance to Employees who Use Tobacco:

- Employees should contact the town Human Resources Office to learn of their health insurance coverage plan regarding tobacco cessation assistance coverage.
- The Maine Tobacco Helpline provides phone counseling and will provide nicotine replacement therapies (nicotine gum, lozenges, or patches) as a quit aid to those persons otherwise not provided free nicotine replacement: 1-800-207-1230.

Date:

2/1/18

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Town Manger

Linda-Jean Briggs

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