



## **ENVIRONMENTAL TOBACCO SMOKE CONTROL DIRECTIVE**

### **I. PURPOSE**

The purpose of this directive is to minimize or prevent the exposure of building occupants, indoor surfaces and systems to environmental tobacco smoke (ETS).

### **II. DIRECTIVE**

The City of Chula Vista places great importance in the maintenance of a safe and healthy work environment. ETS comes from burning of cigarettes, pipes, or cigars and contains compounds known to cause cancer. Prohibition of smoking in the building and restricting smoking outside the building will result in increased quality of air within the building and around the perimeter. This directive supports the existing municipal code chapter 8.22 - Regulation of Smoking in Public Places and Places of Employment (<http://www.codepublishing.com/CA/ChulaVista/#!/ChulaVista08/ChulaVista0822.html#8.22.080>).

### **III. SCOPE**

The scope of this directive extends to the buildings and the surrounding grounds located at 276 4th Ave, Chula Vista, CA 91910. The Fire Station and the associated parking lot located on the south side of the site are excluded from the scope of this directive.

### **IV. REQUIREMENT**

- 1) Prohibit smoking within buildings at all times
- 2) Prohibit on-property smoking within a minimum of 25 foot of entries, outdoor air intakes and operable windows.
- 3) Prohibit smoking outside the property line in spaces used for business purposes by the departments residing in buildings that come under the scope of this directive.

## **V. DEFINITIONS**

“Environmental Tobacco Smoke (ETS)” - ETS refers to exposure to tobacco smoke. ETS can also be described as the material in indoor air that originates from tobacco smoke. Breathing in ETS is known as passive smoking, second-hand smoke, or involuntary smoking.

“Business Purposes Spaces” - These are spaces used by the building occupants for business purposes, even if they fall outside the property line. Examples of such spaces are: sidewalk seating, kiosks and courtyards.

## **VI. RESPONSIBLE PARTY**

<b>Department</b>	<b>Title</b>	<b>Contact Information</b>
Public Works	Public Works Assistant Director	619-397-6066
Public Works	Facilities Manager	619-397-6090

## **VII. ENFORCEMENT OF DIRECTIVE**

- The responsible party must ensure that smoking is prohibited in all the spaces outlined in the scope of this directive.
- Designated smoking areas outside the building can be provided in locations where ETS cannot enter the building or ventilation system and away from concentrations of building occupants or pedestrian traffic. If designated smoking areas are provided, they will be at least 25 foot away from entries, outdoor air intakes and operable windows.
- Ashtrays are a sign that smoking is allowed next to it. Be sure to place them in designated smoking areas or outside the 25 foot perimeter.
- Try and educate the occupants on the smoking policy.
- Signs prohibiting smoking within the building and within 25 foot of entries, outdoor air intakes and operable windows should be posted within 10 foot (3 meters) of all building entrances, for all occupants to read.
- Even if the 25 foot distance extends beyond the property line, ensure that smoking is prohibited in this areas.

## **VII. QUALITY ASSURANCE**

Adherence to all the goals and the directive guidelines will be monitored and verified by the responsible party on an annual basis. The responsible party will discuss with the Green Team, on an annual basis, methods and improvement strategies to better meet the goals listed in this directive as well as the overall sustainability goal as it relates to indoor environmental quality.

**VIII. TIME PERIOD**

This directive shall take effect on February 14, 2017 and shall continue indefinitely or until amended and/or replaced by a subsequent Environmental Tobacco Smoke Control Directive.

**IX. APPENDIX**

- A. Chula Vista Municipal Code Chapter 8.22 - Regulation of Smoking in Public Places and Places of Employment

  
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Gary Halbert City Manager

February 14, 2017  
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Date