

**TULARE COUNTY OFFICE OF EDUCATION
TOBACCO-FREE WORKPLACE
NOTICE TO EMPLOYEES**

Research has demonstrated the health hazards associated with use of tobacco products, including smoking and the breathing of second-hand smoke. As required by law, the county office provides instructional programs designed to discourage students from using tobacco products. County office employees are expected to serve as models for good health practices that are consistent with these instructional programs.

YOU ARE HEREBY NOTIFIED that it is a violation of Board/Superintendent policy for any employee, effective January 15, 1995, to use tobacco products at any time on all property and in all facilities owned, leased, and/or operated by the county office, whether indoors or out of doors; and in all vehicles owned, leased, and/or operated by the county office. This prohibition applies to all employees, students, visitors, and other persons in any program or at any meeting or event on any property owned, leased, or operated by or from the county office.

As a condition of your continued employment with the county office, you must comply with the county office's policy regarding Tobacco-Free Workplace. Employees who use tobacco products on property and in facilities or vehicles owned, leased, and/or operated by the county office may be disciplined in accordance with rules, regulations, applicable law, and applicable collective bargaining agreements.

Free smoking cessation programs are available locally. A list of available programs is available in the Human Resources Office.

I have read the above Tobacco-Free Workplace Notice and I agree to comply therewith.

(Employee's Name - Please Print)

Date (Employee's Signature)