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| NEVADA DEPARTMENT OF CORRECTIONS | SERIES 100 GENERAL ADMINISTRATION | SUPERSEDES: AR 115 (07/20/03) |
| ADMINISTRATIVE REGULATIONS MANUAL | ADMINISTRATIVE REGULATION 115 DEPARTMENTAL SMOKING POLICY | EFFECTIVE DATE: 09/06/04 |

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PURPOSE

To establish a policy designating smoking and non-smoking areas within the Department.

AUTHORITY

NRS 209.131

RESPONSIBILITY

The Warden/Facility Manager has the responsibility of establishing and enforcing the Department's smoking policy.

All supervisors are responsible for enforcement of these policies in their areas of responsibility.

All staff and inmates are responsible to have knowledge of comply with this regulation.

DEFINITIONS

DEPARTMENT – The Nevada Department of Corrections.

SMOKING – The use of any tobacco product including, but not limited to, cigarettes, cigars, pipes, and chewing tobacco.

APPLICABILITY

This regulation applies to all institutions, facilities, conservation camps, and offices within the Department.

This regulation applies to all agency employees, visitors, guests and any other individuals who access Department property.

PROCEDURES

115.01 DEPARTMENTAL SMOKING POLICY

1.1 Institutions/facilities will make reasonable efforts consistent with security considerations and space availability to house non-smoking inmates in areas with other non-smoking inmates while minimizing their exposure to environmental tobacco smoke.

1.1.1 Smoking in housing units/dorms is restricted to cell/dorm area and outside the unit.

1.2 Smoking in all conservation camps is allowed only outside. No exceptions.

1.3 No smoking is allowed in offices or inside buildings, including towers, except as described in this regulation.

1.4 Smoking inside areas for programs, food preparation/service, recreational, or medical buildings is prohibited. These areas include, but are not limited to, education areas, law libraries, gymnasiums, chapels, culinary, industries, visiting, control centers and infirmaries.

1.5 Smoking by inmates or staff is strictly prohibited during meetings, individual inmate counseling/treatment sessions, and medical and mental health sessions.

1.6 Inmates who work outside facilities must comply with Department as well as other agency smoking procedures.

1.7 If a question arises regarding whether an area is smoking or non-smoking, it will be designated as a non-smoking area until such time as a Division Head makes a specific designation.

1.8 All institutions/facilities will develop institutional procedures to enforce this regulation with specifics unique to their institution/facility.

1.9 Violations of the Department's smoking policy will result in disciplinary action being initiated.

1.9.1 Violations of the Department's smoking policy will be handled in accordance with the Code of Penal Discipline.

1.9.2 Violation by the Department's staff either by smoking in designated non-smoking areas or failure to enforce the smoking policy will be subject to progressive disciplinary actions.

1.9.3 Violations by guests, visitors, and other employees who access Department institutions/facilities may be subject to restricted access to the institution/facility including progressive disciplinary actions.

1.10 There is no smoking in any state vehicle.

REFERENCES

None

ATTACHMENTS

None

Jackie Crawford, Director

Date

CONFIDENTIAL XX
 Yes No

THIS PROCEDURE SUPERSEDES ALL PRIOR WRITTEN PROCEDURES ON THIS SPECIFIC SUBJECT.