

Mike Beam, Secretary

Laura Kelly, Governor

Kansas Department of Agriculture

Smoking Policy

Purpose:

To support the health and well-being of State of Kansas employees and customers, the Kansas Department of Agriculture (“the Department”) is committed to providing a smoke-free environment in the workplace.

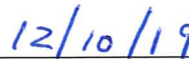
Expectations:

1. Smoking or the use of electronic cigarettes is not permitted inside of any building occupied by the Department, including but not limited to the Manhattan Headquarters Office, Landon Office, KDA Laboratory, and the Topeka, Garden City, Stockton, Stafford, and Parsons field offices.
2. Smoking or the use of electronic cigarettes is permitted at any building occupied by the Department in the following outside areas:
 - a. Manhattan Headquarters Office: In the designated area near the southwest corner of the building, which is a minimum of fifty (50) feet from the building and not on or visible from Research Park Drive. A bench and cigarette can are provided in the designated smoking area.
 - b. KDA Laboratory: In the area designated by the Secretary of Agriculture. A bench and cigarette can will be provided in the designated smoking area.
 - c. Landon Office, and Topeka, Garden City, Stockton, Stafford, and Parsons field offices: In any outside area located a minimum of a fifty (50) feet from any doorway, open window, or air intake.
3. Cigarette butts shall be disposed of properly at any location in which smoking occurs by any Department employee.
4. Smoking or the use of electronic cigarettes in a state vehicle is prohibited.

If you have any questions concerning the Department’s Smoking Policy, please contact Human Resources.



Michael M. Beam, Secretary of Agriculture



Date

