

DRAFT

Ohef Sholom Temple
No-Smoking Policy

Ohef Sholom Temple maintains a smoke- and tobacco-free building and grounds. No smoking or other use of tobacco products (including, but not limited to, cigarettes, e-cigarettes, pipes, cigars, snuff, or chewing tobacco) is permitted in any part of the building and/or its grounds.

No additional breaks beyond those allowed under the Temple's break policy may be taken for the purpose of smoking or using tobacco or similar products. When smoking or otherwise using tobacco or similar products outside, do not leave cigarette butts or other traces of litter or tobacco use on the ground or anywhere else. Litter must be properly disposed of in the receptacles provided for that purpose.

All employees are expected to abide by this policy in all respects while at work. Being permitted to use tobacco products during breaks is a privilege, as long as such use does not interfere with the employee's work, fitness for duty, or professional appearance. If that privilege is abused, it may be withdrawn altogether.

All congregants, guests, and groups who rent our facilities are required to abide by this policy.

When the Temple is hosting NEST (Norfolk Emergency Shelter Team), the Atrium will be designated an outdoor smoking area until "lights out."

Revised October 25, 2015