

APPENDIX H

NO-SMOKING POLICY SOUTHMINSTER PRESBYTERIAN CHURCH

Ohio law prohibits smoking in all public places and places of employment. ("Smoking" includes inhaling, exhaling, and burning or carrying any lighted cigarette, cigar, pipe, or similar device for burning tobacco or other plant.) This includes all buildings (e.g., offices, meeting rooms, restrooms, stairways, and garages), any other enclosed or covered areas under the Church's direct or indirect control, and Church vehicles (whether on Church property or not). Smoking is also prohibited in areas adjacent to all entrances or exits to buildings.

No smoking is permitted on Church premises except in private cars and in outdoor areas specifically designated for smoking, which shall be a minimum of 25 feet from building entrances and exits.

Employees who violate this policy will be subject to discipline, up to and including immediate termination. In addition, employees who violate this policy where such violation results in a fine being levied against the Church will be responsible to the Church for the full amount of the fine due and payable to the Church. Such fines can be withheld from the violator's pay.