 <p>NEBRASKA</p> <p>Good Life. Great Mission.</p> <p>DEPT OF CORRECTIONAL SERVICES</p>	POLICY USE OF TOBACCO PRODUCTS BY TEAM MEMBERS, INCARCERATED INDIVIDUALS, & VISITORS		
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SUMMARY OF REVISION/REVIEW

PURPOSE – Language updated. DEFINITIONS – I. -Language updated. PROCESS – I.B. – Language updated. I.D. – Language updated. I.F. – Language updated.

APPROVED:



Rob Jeffrey, Director
 Nebraska Department of Correctional Services

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PURPOSE

This Policy establishes regulations regarding tobacco products and tobacco substitutes in the workplace under the authority of the Nebraska Department of Correctional Services (NDCS).

NDCS strives to provide a healthy environment for team members, visitors, and the incarcerated population by prohibiting and/or significantly limiting the use of tobacco products.


DEFINITIONS

- I. **TOBACCO PRODUCTS** - Includes cigarettes, e-cigarettes, pipes, pipe tobacco, chewing tobacco, cigars, matches, cigarette lighters, smoking paraphernalia, and all other items developed or processed for the primary purpose of facilitating the use or possession of tobacco or tobacco-related products. These materials are considered contraband.
- II. **TOBACCO SUBSTITUTES** - Any product that can be construed as tobacco (i.e., mint chew, herbal chew, leaf-based substance). These materials are considered contraband.
- III. **WORKPLACE** - Includes, but is not limited to, NDCS owned or leased facilities and NDCS controlled property, and the Work Ethic Camp (WEC) work detail crew worksites.

PROCESS

I. PRACTICES

- A. Tobacco products and tobacco substitutes are not permitted on the grounds or inside any NDCS facility.
- B. All staff are prohibited from using or possessing tobacco products or tobacco substitutes in the workplace or in state vehicles unless authorized to either handle as part of their job or have a smoking cessation product validated by a doctor's note and pre-approved by their respective warden or for agency decisions the applicable deputy director/designee.
- C. Facilities/NDCS buildings must properly post notices instructing no tobacco use or possession is permitted at their worksite.
- D. Any tobacco products and tobacco substitutes must be left and secured in personal vehicles.
- E. Each facility/building work site should have materials available to aid staff and incarcerated individuals in their smoking cessation efforts.
- F. All visitors must leave all tobacco products and tobacco substitutes in their personal vehicles when visiting a NDCS facility.
- G. For religious ceremonies involving the use of tobacco, refer to Policy 208.01, *Religious Services*.

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II. ENFORCEMENT

- A. Any incarcerated individual violating this Policy is subject to discipline under Title 68, Chapter 5 - Code of Offenses.
- B. Visitors who violate this Policy will be directed to leave NDCS property.

REFERENCES

I. STATUTORY REFERENCE AND OTHER AUTHORITY

- A. Title 68 Chapter 5 - Code of Offenses

II. NDCS POLICIES

- A. Policy 208.01, *Religious Services*

III. ATTACHMENTS – None noted

IV. AMERICAN CORRECTIONAL ASSOCIATION (ACA) – None noted