



## Memorandum

### **Department of Administrative Services (DAS) Smoking Policy**

No person shall smoke in any building or portion of a building that is owned or managed by DAS or within any building or portion of a building that is leased through DAS in order to ensure a safe and healthy environment for all occupants and visitors. In addition, outdoor smoking on DAS owned or managed properties, shall be prohibited except in designated smoking areas. DAS defines "smoke" or "smoking" to mean the lighting or carrying of a lighted cigarette, cigar, pipe, electronic cigarette, electronic cigar, electronic pipe or similar device.