



STATE OF GEORGIA  
DEPARTMENT OF DEFENSE  
ATLANTA 30316-0965

DAVID B. POYTHRESS  
THE ADJUTANT GENERAL

22 August 2000

**MEMORANDUM FOR ALL GA DoD EMPLOYEES**

**SUBJECT: SMOKING POLICY FOR GA DoD PERSONNEL**

1. The Surgeon General has declared smoking a serious hazard to health and the Environmental Protection Agency has confirmed "second hand smoke" to be a significant health risk. Smoking is defined as a lighted cigar, cigarette, pipe, or any other lit tobacco product. Smoking impairs physical fitness, raises health costs, and adversely impacts the work environment of the smoker and those exposed to second hand smoke.
2. The following policy applies to all personnel of the Georgia Department of Defense – traditional guard members, technicians, AGR members, state employees, and all personnel working in or visiting facilities of the Georgia Department of Defense:
  - Smoking is prohibited in ALL occupied buildings or work areas. This includes, but is not limited to private offices, hallways, restrooms, classrooms, breakrooms, conference rooms, and entrances to buildings or facilities.
  - Smoking is prohibited in ALL non-occupied buildings or work areas that share a ventilation system with an occupied building or work area.
  - Smoking is prohibited in ALL government vehicles and aircraft.
  - Smoking is permitted only in designated areas during lunch periods and during official break times. Designated smoking areas must follow the above guidance. Official break times will be the same for smokers and non-smokers.
3. This policy has been coordinated with the Georgia Association of Civilian Technicians. This policy is effective 22 August 2000 and replaces all previous policies, this subject. Questions may be referred to HRO-LRS, Major Jay Peno, at (404) 624-6440 or DSN: 338-6440.

A handwritten signature in black ink, appearing to read "David B. Poythress".

DAVID B. POYTHRESS  
Major General, GA ANG  
The Adjutant General

Distribution: A  
All GA ANG Units