

IV. Organization and Management

4.1.040 No-Smoking Policy

Authority 2008 7 CFR 246.6(b)(4), MPSF-1:WC-94-12-P
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POLICY: The local agency (LA) shall prohibit smoking on any premises used to carry out the WIC program during the time any aspects of WIC services are performed. LA providing WIC services from satellite locations in leased, rented, or donated space must assure the area is designated no-smoking during the time any aspects of WIC services are performed.

The LA must post the service and waiting areas as non-smoking.

Any LA that allows smoking in the area where WIC program functions are performed will not receive administrative funds from WIC.

PROCEDURES:

- A. The LA will either post a public policy against smoking or post no-smoking signs in areas of any facility where WIC program functions are performed. This includes waiting areas.
- B. The LA must prohibit smoking during times that the WIC program is actually operating at a clinic site. For example, at satellite sites, such as churches or community centers, the no-smoking policy must be implemented during clinic service hours only.
- C. This policy applies to:
 1. Participants/guardians/applicants
 2. LA staff serving participants
 3. Volunteers and visitors
- D. For LA staff and volunteers, it is recommended that smoking be confined to official break and lunch times and only in specifically designated smoking areas.
- E. Smoking is prohibited near the WIC clinic entrances used by WIC participants.