

COMPLIANCE:

1. It shall be the responsibility of all LIT employees and students to comply fully with the policy.
2. Students who repeatedly violate this policy will be handled through the student disciplinary process.
3. Employees who repeatedly violate this policy will be referred to their supervisor. Repeated violations by employees will be handled through the appropriate employee disciplinary process.

Section 3: Classification/Salary

4. Visitors, volunteers, contractors or other service providers who repeatedly violate this policy shall be asked to leave campus.

PROCEDURES:

1. Communication

Signage and other forms of communication will be posted in a manner and location that adequately notify students, employees, visitors, volunteers, contractors or other persons performing services on behalf of the Institute about this policy.

2. Education

LIT will consult with appropriate health organizations and resources to identify and provide programs and opportunities for students and employees to gain a greater understanding of the health hazards of tobacco use.

3. Cessation

LIT will consult with appropriate health organizations and resources to identify and provide programs and opportunities for students and employees to access support systems, programs, and services that encourage them to abstain from the use of tobacco products.