

A02.1 Prohibit Indoor Smoking

Policy and/or Operations Schedule

WELL Building Standard™ version 2 (WELL v2™), Q1 2021 addenda



HOW TO USE THIS DOCUMENT:

This document is intended to serve as a guide on how to create a project **policy and/or operations schedule to deter smoking, minimize occupant exposure to secondhand smoke and reduce smoke pollution.**

This document is meant to demonstrate an acceptable degree of detail for a documentation submission. The Feature cannot be demonstrated solely through a confirmation that the requirements have been or will be implemented. The level of detail is up to the discretion of the project team, but the documents must include specific details demonstrating that the actual policies/protocols have been enacted in the project boundary.

This document and similar tools are intended to assist projects in their pursuit of WELL v2 but use of this document and/or similar tools are in no way a guarantee of achievement of any rating or designation, and no representation or warranty is made regarding the likelihood of achieving any rating or designation.

Note: The below document is based on the Q1 2021 addenda of the WELL Building Standard™ version 2 (WELL v2™). Project teams are required to implement the feature requirements from the addenda version assigned to their project or any more recent addenda version.

FEATURE PART REQUIREMENTS:

For All Spaces

The following requirement is met:

- a. Smoking and the use of e-cigarettes is prohibited in interior spaces within the project boundary.*

WELL Core Guidance:

Meet these requirements in the whole building.



The below sample documentation is intended to provide guidance for creating a smoke-free environment policy. It is not a template. You may note included components that are not required to demonstrate compliance with this Feature.

Example for Feature Promote Smoke Free Environment

[Company] Smoke-Free Environment Policy

Location: [project address]

The following policy has been adopted by [Company] to protect employees and visitors from secondhand smoke and smoke pollution as well as to deter employees and visitors from smoking.

Prohibit Indoor Smoking

Smoking of cigarettes and e-cigarettes is prohibited within the building.

Prohibit Outdoor Smoking

Outdoor smoking is prohibited within 25 ft of all entrances, windows, and air intakes. Signage indicating the no smoking ban are located on all decks, patios, balconies, rooftops, and building grounds. There are no outdoor areas within the project boundary that allow smoking. A signed Owner's Letter of Assurance has been attached.

Prohibit Outdoor Smoking

No tobacco products are sold or advertised within the building. See attached Owner's Letter of Assurance.

Example for Feature Promote Smoke Free Environment

[Company] Smoke-Free Environment Policy

Location: [project address]

The following policy has been implemented by [Company] and is required by local law.

Prohibit Indoor Smoking

Smoking of cigarettes and e-cigarettes is prohibited within the building.

Prohibit Outdoor Smoking

There are no outdoor areas within the project boundary thus Prohibit Outdoor Smoking does not apply to this project.

TIPS FOR MULTIPLE LOCATIONS

- For organizations participating in WELL Portfolio or the multiple projects pathway, this Policy and/or Operations Schedule is categorized as Shareable. It may be shared across multiple projects, as long as they all meet the strategies that are outlined in the document.