

**CITY OF WEST WENDOVER
OFFICE OF CITY MANAGER**

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Memo

To: All Employees
From: Chris J. Melville, City Manager
CC: "[Click here and type name]"
Date: 8/5/2019
Re: Employee Personnel Policy Amendment

All Employees:

The below policy amendment goes into effect immediately for the City of West Wendover Employee Personnel Policies manual. This change is due to the passage of SB 263 which was signed into law by Governor Sisolak on June 12, 2019.

[wording deleted is bold and bracketed]

wording added is bold and underlined

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City of West Wendover Employee Personnel Policies

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Section 2.23 Use of Tobacco or Smoking Products

2.23.2 As required by NRS 202.2483 (Nevada Clean Indoor Air Act) and also motivated by the employer's desire to provide a healthy work environment for all employees, **[the use of tobacco products] smoking in any form, including electronic smoking devices and similar products**, is prohibited within any building owned, leased, contracted for and utilized by the employer. This prohibition extends to anywhere within work areas, restrooms, hallways, employee lounges, cafeterias, conference and meeting rooms, lobbies, and reception areas.