



Board of Commissioners

Ann Coleman, Chair

William Finley Jr., Commissioner

Timothy M. McGonigle, Commissioner

COUNTY OF MERCER

Tobacco-Free Policy

Effective Date: June 15, 2025

Applies To: All employees, contractors, volunteers, visitors, and the general public on all county-owned, leased, or operated properties.

Purpose

To promote a healthy, safe, and clean environment for all employees and the public, Mercer County is committed to maintaining a tobacco-free campus across all county properties.

Policy Statement

Use of tobacco and nicotine products is strictly prohibited on all county properties and within 100 feet of entrances near property lines. This includes buildings, grounds, parking areas, vehicles, and any other space owned, leased, or operated by the county, regardless of whether the user is on or off duty.

Definitions

- **Tobacco Products** include, but are not limited to cigarettes, cigars, cigarillos, pipes, smokeless tobacco (chew, dip, snuff), and any product containing tobacco.
- **Nicotine Products** include any products containing nicotine, whether smoked, vaped, or otherwise consumed. This includes electronic cigarettes, vape pens, and other electronic nicotine delivery systems (ENDS).
- **County Property** includes all buildings, grounds, vehicles, and parking areas owned, leased, or operated by the county.

Scope

This policy applies to:

- All county employees, elected officials, and volunteers
- Contractors and vendors conducting business on county property
- Visitors and members of the public on county property



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Exceptions

- Use of FDA-approved nicotine replacement therapies (such as patches or gum) for the purpose of smoking cessation is permitted.
- Tobacco use in private vehicles parked on county property is permitted.

Responsibilities

- **Employees** are expected to comply with the policy and remind others of the rules in a respectful manner, when appropriate.
- **Supervisors and Department Heads** are responsible for ensuring employee compliance and addressing violations in accordance with personnel policies.
- **Security or Facilities Staff** may remind non-employees of the policy and request compliance.

Enforcement and Violations

- Employees who violate this policy may be subject to progressive disciplinary action, up to and including termination, in accordance with the county's disciplinary procedures.
- Non-employees who violate this policy may be asked to leave the premises. Repeated violations may result in being barred from county property.

Support for Cessation

The county encourages employees who wish to quit using tobacco to take advantage of cessation resources. Support may include referrals to health plans, local programs, or state-sponsored quit lines. [PA Free Quitline](#)

Communication

Clear signage indicating the tobacco-free status of county property will be posted. This policy will be communicated through employee orientations, signage, and public notices.