



DEPARTMENT OF THE AIR FORCE
60TH AIR MOBILITY WING (AMC)
TRAVIS AFB CALIFORNIA 94535-5000

1 SEP 2014

MEMORANDUM FOR ALL TRAVIS AFB PERSONNEL

FROM: 60 AMW/CC

SUBJECT: Tobacco Use Policy

1. The Air Force not only discourages the use of all tobacco products, but also wants to limit exposure to second-hand smoke. Non-use of tobacco products must become the "norm" at Travis AFB.

2. Tobacco use, to include all forms of smoke and smokeless tobacco products, is prohibited in the following areas:

- a. All buildings and facilities on Travis AFB, except for the areas designated in paragraph six (6) below. This includes:
 - i. Commissary
 - ii. Base Exchange
 - iii. Temporary Lodging Facility Buildings
- b. During attendance at all official wing functions (i.e., PME graduations, banquets, etc.) This includes all bar areas.
- c. Near all building entry points and exits (see paragraph 3 below).
- d. Inside any dining areas and common gathering areas.
- e. Inside all government-owned and -operated vehicles.
- f. While walking to and from designated tobacco use area or POV. This will protect others on walkways or in parking lots from second-hand smoke.
- g. All aircraft.

3. When possible, squadron commanders will designate tobacco use areas. Outdoor use of any form of tobacco by employees when on duty is only permitted in designated tobacco use areas. Each area will be clearly marked with "Designated Tobacco Use Area" sign. In determining designated tobacco use areas, commanders will attempt to utilize areas a minimum distance of twenty-five (25) feet away from all areas of ingress and egress. Commanders and facility managers will have final say in selecting areas, which prevent exposure to second-hand smoke.

4. Tobacco users will properly dispose of their tobacco waste products in appropriately designated receptacles. Personnel will not dispose of tobacco waste products by depositing them on the ground/grass, sidewalk, parking lots, or streets. Butt cans and receptacles are located only in the designated tobacco use areas.

5. Supervisors will allow equal work breaks (when these breaks are permitted) for tobacco users and non-tobacco users.

6. The following are the only exceptions to indoor use of tobacco products on Travis AFB. These designated areas will have ventilation and air quality control systems to ensure the least possible second-hand tobacco by-product impact to customers and employees.

- a. Personal living spaces in dormitory buildings (not to include common areas, i.e., lounges, stairways, day rooms, offices or laundry facilities).
- b. Military family housing units.
- c. Bowling Center.

7. All visitors to Travis AFB are subject to and expected to abide by the base tobacco use policy.



LYND. SHERLOCK, Colonel, USAF
Commander