

ALAN M. ARAKAWA  
MAYOR



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## DEPARTMENT OF MANAGEMENT

COUNTY OF MAUI  
200 SOUTH HIGH STREET  
WAILUKU, MAUI, HAWAII USA 96793-2155

June 28, 2005

RECEIVED  
COUNTY OF MAUI  
JUL 1 10 31 AM '05  
DEPARTMENT OF  
PERSONNEL SERVICES

### MEMORANDUM

**TO:** All Directors and Agency Heads

**FROM:** Keith Regan, Managing Director (W)

**SUBJECT:** Designated Smoking Areas

Section 8.20.030 of the Maui County Code prohibits smoking in any enclosed or partially enclosed area or building (including areas covered by a permanent or temporary roof, canvas, awning, canopy, or overhang) owned, leased, operated, or maintained by the County and in vehicles owned or leased by the County.

Employees have objected to smoking in areas at Kalana O' Maui such as next to the loading dock near Civil Defense and the landings outside the doors to the stairwell on each floor. Smoking so close to the building causes smoke to enter the stairwells and permeate offices and creates a potential fire hazard.

This memorandum is to inform all employees who work in, and visit, the Kalana O' Maui, Kalana Pakui and Old Wailuku Courthouse buildings that effective immediately, smoking is allowed only in the following designated areas:

1. The picnic tables adjacent to the Directors' parking area.
2. The front of the buildings adjacent to the public parking lot.
3. The mezzanine level, when it becomes accessible.

As a guide for the recommended distance of smoking areas, the County's Fire Prevention Plan specifies that an ignition source be at least twenty-five feet away from anything combustible.

Thank you for your cooperation and attention to safety and the welfare of our fellow employees. Should you have any questions, please contact Gary Gates at 270-7897.

KR:GG:kd  
CC: Mayor Alan Arakawa  
Ken Fukuoka, Director of Council Services  
Roy Hiraga, County Clerk

# STATE LAW

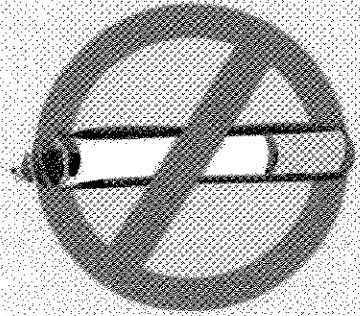
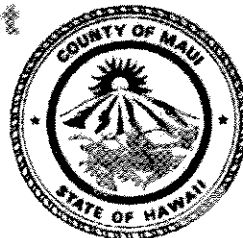
Effective November 16, 2006

## Hawaii's Smoke-Free Law

- The purpose of the law is to ensure that workers have a safe work place, and that non-smokers and those with respiratory conditions can breathe smoke-free air in the public places they visit.
- Signs shall be posted at entrances and places of employment where smoking is prohibited.
- All personnel are required to follow the requirements of the law.
- For additional information, see [www.HawaiiSmokeFree.com](http://www.HawaiiSmokeFree.com) or [CallitQuitsHawaii.org](http://CallitQuitsHawaii.org) or call 1-800-QUIT-NOW (1-800-784-8669).
- For questions please contact your department Personnel Officer.

**Department of Management**

**Kalana O Maui Building  
200 South High Street  
Wailuku, Maui  
March 1, 2007**



### **Smoke Free Workplace**

**No Smoking within 20 feet**

- Entrances
- Exits
- Windows
- Air Conditioning & Ventilation Intakes

### **No Smoking In**

- Buses
- County leased or owned buildings
- Vehicles leased, owned or operated by the county