



July 28, 2008

Dear Derby Business Owner/Employer:

On July 22, 2008, Derby's Governing Body passed a comprehensive clean indoor air ordinance (Ordinance #1946) that will be effective on September 1, 2008. This ordinance has several purposes: (1) improve and protect the public's health by eliminating smoking in enclosed public places and places of employment; (2) assure nonsmokers of the right to breathe smoke-free air while indoors; and (3) recognize that the need to breathe smoke-free air has priority over the choice to smoke.

Ordinance #1946, which repeals Ordinance #1885 (2007), prohibits smoking in public places and places of employment. A public place is any enclosed place into which the public is allowed or invited, including retail stores, professional offices, home day care, public transportation, restaurants, etc. Ordinance #1885 exempted establishments licensed to sell cereal malt beverage (CMB) or liquor. These exemptions are not included in Ordinance #1946.

To assist businesses and employers in complying with the law, I enclose the following items:

- Derby Clean Indoor Air Ordinance (Ord. #1946)
- Brochure outlining how employers, businesses, and the public can comply with the Derby Clean Indoor Air Ordinance. The brochure will also be distributed throughout the community to inform individuals about the effect of the ordinance.

Ordinance #1946 requires the posting of signs at each entrance reading "No Smoking" (minimum 1-inch bold lettering) or signs with the international "No Smoking" symbol consisting of a pictorial representation of a burning cigarette enclosed in a red circle with a diagonal red bar across it. By September 30, 2008, employers also are required to post and disseminate the following notice to all employees and prospective employees:

Smoking is prohibited in all places of employment located in the City of Derby, including outside areas within 20 feet of a main entrance or ventilation system air intake unit.

For additional information you may visit the City of Derby website at www.derbyweb.com. If you have questions about making the transition to a smoke-free workplace, please call Derby City Hall at (316) 788-1519 between the hours of 8 a.m. and 5 p.m. Monday through Friday.

We look forward to supporting your efforts to make your business smoke-free.

Jean Epperson, City Clerk