



UNIVERSITY OF NOTRE DAME

OFFICE OF THE UNIVERSITY ARCHITECT
PLANNING, DESIGN, CONSTRUCTION, AND MAINTENANCE

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MEMORANDUM *FOR IMMEDIATE RELEASE*

TO: All Construction Contractors, Vendors, Suppliers
Mike Seamon, Associate Vice President for Campus Safety

FROM: The Office of the University Architect

DATE: June 16, 2011

SUBJECT: Campus Smoking Policy – Construction Sites

A recent incident on the roof of the DeBartolo Classroom Building has necessitated a review of the University smoking policy as it relates to construction project sites.

There are many risks of fire on project sites due to the presence of combustible materials, as well as welding equipment, burning torches, etc., that can be adequately mitigated through the use of burn permits, fire extinguishers, fire watches and proper employee training. However, there remain some risks that these protocols do not sufficiently address.

Effective immediately, smoking or tobacco use of any kind within the construction site fence limits, or within 25' of any building opening (whichever is greater) is **strictly prohibited at all times**. Be advised that The Office of the University Architect will strictly enforce this policy, and any person observed violating this policy will be asked to leave University property immediately.

Please post this memorandum on your current and future University project sites. We also encourage you to share this memorandum with material suppliers who make frequent deliveries to campus.

If you have any questions regarding this policy, please contact The Office of the University Architect at 574-631-4200.

DS/ds