

**United States Department of The Interior
BUREAU OF LAND MANAGEMENT
National Human Resources Management Center
Denver Federal Center, Building 50
P.O. Box 25047
Denver, Colorado 80225-0047**

In Reply Refer to:
1400-990(HR-220)P

April 1, 1999

EMS TRANSMISSION

Instruction Memorandum No. HR-99-034

Expires: 09/30/00

To: All BC, HR, and RS Employees

From: Director, National Human Resources Management Center

Subject: Changes to Building 50 Smoking Policy

This Instruction Memorandum replaces Information Bulletin No. HR-99-052.

In Bulletin D-96, dated November 12, 1998, The General Services Administration (GSA) notified tenant activities located on the Denver Federal Center (DFC) that the DFC Management Team intends to implement a smoking policy in compliance with Executive Order 13058, related to Protecting Federal Employees From Exposure to Tobacco Smoke. Specifically, the Executive Order limits smoking in any outdoor area in front of air intakes, and authorizes management officials to further restrict smoking at entrances and courtyards. In addition to prohibiting smoking in outdoor areas that are located in front of air intakes, GSA's policy also prohibits smoking within fifty (50) feet of main entrances.

In order to comply with Executive Order 13058 and GSA Policy, effective immediately, smoking will not be permitted within fifty (50) feet of any main entrances, or outdoor areas having air intake ducts. For Building 50 that change affects the following entrances; N-1, E-2, S-1, S-2, S-3, and S-4. GSA has posted signs to clearly identify no-smoking areas. Smoking receptacles have been placed in designated smoking areas and used as boundary markers. In addition, maps of Building 50, illustrating no-smoking areas, will be posted on Center bulletin boards.

Smoking will continue to be allowed directly outside the doors at entrances E-1 and N-2, and inside the Smokers Lounge located in Room A1236.

Questions regarding these changes should be directed to Jerry Jones, Employee Relations Specialist, at 236-6690, or Vickie Smejkal, Building Maintenance, at 236-6367.

Signed
Linda D. Sedbrook
Director, NHRMC

Authenticated
Darlene Robitaille
Secretary

Distribution
RS-150, Library
WO-510, Central File
HR-200