

	<b>TESORO REFINING STANDARD INSTRUCTION</b>	<b>HSS 015</b>	
	<b>Smoke Free Facility</b>	<b>Page 1 of 2</b>	
		<b>DATE:</b> 6/18/2019	<b>Rev:</b> A01

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### 1.0 INTRODUCTION

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#### 1.1 Purpose

**1.1.1** To provide a smoke-free work environment to protect workers from the adverse effects of tobacco smoke, e.g. cigarettes, cigars, pipes and electronic nicotine delivery systems (i.e. electronic cigarettes).

#### 1.2 Scope

**1.2.1** This policy applies to all Tesoro employees, contractors, vendors and visitors at all Tesoro locations.

**1.2.2** The property leased by Ineos Polypropylene, located inside the LAR-C fence-line, will adhere to this procedure and prohibit the use of smoking tobacco products and electronic cigarettes in this area.

**1.2.3** This procedure does not apply to lessees of Tesoro property (e.g. the container storage companies who are leasing property south of Sepulveda and south of the Blue Barn).

### 2.0 PROCEDURE

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#### 2.1 Areas Smoking is prohibited:

**2.1.1** On Tesoro property and any property operated by Tesoro. This includes all parking lots and roadways (internal and external) that is Tesoro owned or leased, and

**2.1.2** In all company, vendor, contractor or visitor owned or rented vehicles

#### 2.2 Areas Smoking is allowed

**2.2.1** On the public sidewalks or designed walkways or gravel/dirt areas that are outside of the Tesoro, LAR property or fence line.

<b>Revision:</b>	<b>Prepared by:</b>	<b>Approved by:</b>	<b>Date:</b>
A01	Rinaldo Edmonson/Brian Quinn	P&P Committee	6/18/2019
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### **3.0 CHANGE LOG**

Revision #	Summary of Changes	By:	Date
0	Merged LAR C & Wilmington and Corporate SOP.	Rinaldo Edmonson/Brian Quinn	05/05/2016