

ALASKA COURT SYSTEM
OFFICE OF THE ADMINISTRATIVE DIRECTOR
ADMINISTRATIVE BULLETIN NO. #11
AMENDED APRIL 27, 2005

TO: ALL HOLDERS OF ADMINISTRATIVE BULLETIN SETS:

All Justices	Senior Staff/Court Analysts
All Judges	General Services Manager
Area Court Administrators	Judicial Services
Clerk of the Appellate Courts	APD Warrants
Rural Court Training Assistants	
All Clerks of Court	
All Magistrates	
Law Libraries at Anchorage, Fairbanks, Juneau & Ketchikan	

SUBJECT: Prohibiting smoking in all facilities occupied by the Alaska Court System

Pursuant to Supreme Court Order 842 smoking is prohibited in all offices, courtrooms and portions of facilities occupied by the Alaska Court System as of September 1, 1987. However, if an area for jurors who smoke can be provided in a court facility without degrading air quality for other persons, juror smoking areas may be designated by the presiding judge.

The ACA and the Clerk of Court may designate and place signs to identify specific outdoor juror and/or employee smoking areas in a court location. Designated outdoor smoking areas must be located so as to protect the health of nonsmokers. When smoking is permitted in a designated area, employees and jurors are expected to smoke only in that area.

Any employee who violates any portion of this smoking policy is subject to disciplinary action.

Dated: _____

Stephanie J. Cole
Administrative Director