



**THIS FLYER CONTAINS IMPORTANT INFORMATION RELATED TO  
YOUR CLEAN INDOOR AIR ACT EXCEPTION TO PERMIT SMOKING.**

**You are receiving this flyer because you currently have an exception to Pennsylvania's Clean Indoor Air Act (CIAA) and permit smoking in your establishment.**

**Effective immediately for new applications and January 1, 2018 for renewals, the Pennsylvania Department of Health, Bureau of Health Promotion and Risk Reduction, will implement a change in the application and renewal procedure.**

**The former procedure was as follows:**

If your smoking exception was denied after initial review of your application or denied renewal, establishments could request reconsideration of that decision to the Bureau of Health Promotion and Risk Reduction. This request resulted in an internal review by Bureau staff and an exception certificate was reissued to the establishment once that review took place (typically within one month). If the request for reconsideration was denied, the establishment could appeal to the Secretary of Health.

**The new procedure will be as follows:**

If your smoking exception is denied after initial review of your application or denied renewal, establishments will be required to appeal that decision to the Secretary of Health. This will result in a review by staff within the Office of the Secretary, and there is no set timeframe on when a decision is to be made or an exception certificate will be reissued to the establishment. *During this timeframe, establishments will be required to be smoke-free.*

**As a result of the new appeal procedures, it is imperative that establishments submit their required application and/or renewal documentation to the Department of Health by the due date required. Failure to do so can result in a lengthy appeal process where the establishment is not permitted to allow smoking at any time.**

If you have any questions, please contact the  
Division of Tobacco Prevention and Control at **(717) 783-6600**.