

PALM BEACH GARDENS POLICE DEPARTMENT

USE OF TOBACCO PRODUCTS

POLICY AND PROCEDURE 3.1.8.1

Effective Date :

06/01/09

Accreditation Standards:

CALEA

CFA

Review Date:

06/01/2012

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1. Regulation of Smoking

2. Smokeless Tobacco

3. Violations

PURPOSE: To establish the department's policy and provide guidelines regarding the use of tobacco products.

SCOPE: This policy and procedure applies to all members.

REVIEW RESPONSIBILITY: All Bureaus

POLICY: The Palm Beach Gardens Police Department is dedicated to providing a safe and healthy smoke-free environment for all members and those persons visiting the police department, to encouraging healthy lifestyle choices by members, and to maintaining a positive public image. The department will comply with the Florida Clean Indoor Air Act (F.S.S. Chap. 386).

PROCEDURES

1. REGULATION OF SMOKING

- a. Smoking is prohibited inside all police buildings and facilities, to include the sally-port and any substations, storefronts, or off-site indoor facilities owned, rented, leased, or provided for police department use. In accordance with the stated intent of the Florida Legislature (F.S.S. 386.202), there shall be no designated smoking area within any enclosed portion of any department building or facility. '
- b. The following areas shall be the only authorized smoking areas on police department property:
 - i. The balcony area adjacent to the upstairs break room.
 - ii. The balcony area outside of dispatch.
 - iii. The bench area immediately on the east side of the building.
 1. The parking lots.
 2. When a smoker is using one of the above areas, the doors to the building must remain closed to prevent smoke from being drawn inside.
- c. No member may smoke in front of or next to any entryway into the police department or in such a location as to cause persons entering the building to be exposed to second-hand smoke.
- d. Smoking is prohibited in the plaza area in front of the police department (south side of the building) by any member who is on-duty.
- e. Smoking is prohibited in any department owned, issued, or leased vehicle.
- f. Smoking is prohibited while dealing with a member of the public on-duty or when performing official duties in a public location, such as when directing traffic.

2. SMOKELESS TOBACCO

- a. Smokeless tobacco will be prohibited in office areas, conference rooms, restrooms, and hallways. It may be

- permitted in other environments as requested in writing and approved by the Chief of Police.
- b. The use of smokeless tobacco is prohibited while dealing with a member of the public on-duty or when performing official duties in a public location, such as when directing traffic.
 - c. Any member who uses smokeless tobacco while on-duty must do so in a sanitary manner. Spitting into trashcans or onto the ground is prohibited.
 - d. When unsanitary conditions arise over the use of smokeless tobacco, supervisors may further restrict the use of this form of tobacco.

3. VIOLATIONS

- a. Violation of this policy and procedure shall be cause for progressive discipline.
- b. Unauthorized smoking inside a building in violation of Florida State Statutes is punishable by a fine of not more than \$100 for the first violation and not more than \$500 for each subsequent violation.

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RESPONSIBILITY INDEX

- CHIEF OF POLICE
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APPROVED:



Stephen J. Stepp
Chief of Police

06/12/09
Date