

TOBACCO USE POLICY

Purpose:

- A. To establish a zero-tolerance district wide policy identifying where tobacco products may be used.
- B. The policy will be broken down into various areas such as in facilities, vehicles and on the fire ground.
- C. The general public, when visiting district facilities or riding in district vehicles will be required to adhere to the provisions of this policy.

Guidelines:

- A. Facilities:
 1. The use of tobacco products is prohibited in any facility owned by the district.
 2. Signs identifying the facility as a “Tobacco Free” workplace shall be affixed outside of all entrance doors.
- B. Vehicles:
 1. The use of tobacco products is prohibited in any vehicle owned by the district at all times.
- C. Incident Scene:
 1. The use of tobacco products will not be permitted on the fire ground until the area is determined safe by the Incident Commander and then only in a designated area.
 2. The use of tobacco products is prohibited inside of any structure.

Violations of the Policy/Discipline:

- A. Career:
 1. Any employee observed in violation of this policy will be relieved of his/her duty and asked to go home. The employee will be docked for any hours not worked during their shift. At the next regularly scheduled District Board of Trustees meeting a hearing will be held to discuss additional discipline up to and including a 24-hour suspension without pay.
 2. If the employee is again caught violating this policy they will be relieved of his/her duty and asked to go home. The employee will be docked for any hours not worked during their shift. At the next regularly scheduled District Board of Trustees meeting a hearing will be held to discuss the termination of the employee for habitual violation of this policy.

B. Volunteer:

1. Any volunteer member observed in violation of this policy will be relieved of his/her duty for a period of one (1) week. At the next regularly scheduled District Board of Trustees meeting a hearing will be held to discuss additional discipline up to and including a one (1) month suspension.
2. If the volunteer member is again caught violating this policy they will be relieved of his/her duty until the next regularly scheduled District Board of Trustees meeting where a hearing will be held to discuss the termination of the volunteer member for habitual violation of this policy.

