

Smoking and Tobacco Use

909.1 PURPOSE AND SCOPE

This policy establishes limitations on smoking and the use of tobacco products by members and others while on-duty or while in Redding Police Department facilities or vehicles.

For the purposes of this policy, smoking and tobacco use includes, but is not limited to, any tobacco product, such as cigarettes, cigars, pipe tobacco, snuff, tobacco pouches and chewing tobacco, as well as any device intended to simulate smoking, such as an electronic cigarette or personal vaporizer.

909.2 POLICY

The Redding Police Department recognizes that tobacco use is a health risk and can be offensive to others.

Smoking and tobacco use also presents an unprofessional image for the Department and its members. Smoking and tobacco use by members is prohibited anytime members are in public view representing the Redding Police Department. Smoking is prohibited inside all city facilities, city owned/rented/leased vehicles, and on the City Hall Campus. For further see attached City of Redding Tobacco Use Policy, City Manager Smoke Free Campus at City Hall. (Government Code § 7597; Labor Code § 6404.5).

[See attachment: TobaccoUsePolicyRev815.pdf](#)

[See attachment: CM101SmokefreecampusatCity.pdf](#)

909.3 ADDITIONAL PROHIBITIONS

No person shall use tobacco products within 20 feet of a main entrance, exit or operable window of any public building (including any department facility), or buildings on the campuses of the University of California, California State University and California community colleges, whether present for training, enforcement or any other purpose (Government Code § 7596 et seq.).

909.3.1 NOTICE

The Chief of Police or the authorized designee should ensure that proper signage is posted at each entrance to the Department facility (Labor Code § 6404.5).

Attachments

TobaccoUsePolicyRev815.pdf

CITY OF REDDING
Personnel Policies and Procedures Manual

Section: Miscellaneous

Subject: Tobacco Use Policy

Personnel Director: Sen DeMaagd

Date: 8/18/15

City Manager: [Signature]

Date: 8/19/15

City Council Resolution No. (if applicable): N/A

Effective Date: 3/17/03

Purpose

The City of Redding is dedicated to protecting the health, safety, and general welfare of all City employees from unhealthful conditions. The goal can be achieved through concerted efforts to protect non-tobacco users, to support tobacco users who wish to quit and to help all employees adjust to restrictions on tobacco use. Research findings indicate that smoking and the breathing of secondhand smoke constitute a significant health hazard. Further, with certain exceptions, state law and County of Shasta Ordinance 2014-06 prohibits smoking inside public buildings and at places of employment. The purpose of this Policy, is to reduce the effects or other hazards caused by smoking. Nicotine is a highly addictive neurotoxin which is also a component of the emissions from electronic smoking devices and involuntarily exposes non-users. This policy will establish guidelines for the designation of smoking and non-smoking areas and tobacco use in facilities and vehicles owned, leased and operated by the City of Redding.

Definitions

Smoke or smoking shall mean inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, or any other lighted or heated tobacco, chemical substance or plant product intended for inhalation, including hookahs and marijuana, whether natural or synthetic, in any manner or in any form. Smoking also includes the use of an electronic and/or battery-operated smoking device which creates an aerosol or vapor, in any manner or in any form which can be used to deliver an inhaled dose of nicotine or other substance to the user.

Policy

Smoking is prohibited inside all enclosed facilities without exception. This includes, but is not limited to:

1. All common work areas/offices, including lobbies and waiting rooms, auditoriums, classrooms and lecture rooms, conference and meeting rooms, private offices, elevators, hallways, employee lounges and eating areas, hallways and stairwells, restrooms and locker rooms, garages and shops, and all other enclosed areas.
2. In outdoor common work areas where non-smoking employees are exposed to unwanted

second-hand smoke.

3. Within 20 feet of a main exit, entrance, or operable window of any public city-owned building.
4. In city-owned automobiles, trucks or other moving vehicles, or vehicles rented/leased by the City of Redding.

Tobacco Cessation Programs

All City employees who use tobacco are encouraged to stop using tobacco products. Enrollment in and completion of a tobacco cessation program is included in the group health plan for covered employees. If employees have questions about this benefit, please contact Blue Shield of California at 1-800- 642-6155.

No-Smoking Signs

Appropriate signs shall be posted in public areas and at building entrances to indicate that the City facility is non-smoking.

Compliance

The success of this policy will depend upon the thoughtfulness, consideration, and cooperation of tobacco users and non-tobacco users. All employees share in the responsibility for adhering to and enforcing this policy as a smoke-free workplace. Employees who do not comply with this policy shall be subject to disciplinary action.

Employees are encouraged, whenever appropriate, to politely inform fellow employee(s) that the facility/area is designated as a tobacco-free workplace. In the event of non-compliance, the issue should be referred to the appropriate supervisor.

Supervisors shall be responsible for the proper implementation and compliance of employees under their supervision with this policy. An employee or supervisor may submit compliance problems which are not resolved at the department level to the Personnel Director.

The Personnel Department shall give a copy of this policy to each newly appointed employee and to any prospective employee who so requests.

Non-Retaliation

No person shall discharge, refuse to hire, discipline, or retaliate against any employee or applicant for employment because such employee or applicant claims or exercises any right to a tobacco-free work environment.

CM101SmokefreecampusatCity.pdf

Subject:	Policy Number	Effective Date	Page	Initial
Smoke Free Campus at City Hall	10-1	2-16-10	1	KTS
<p data-bbox="224 470 423 499">BACKGROUND</p> <p data-bbox="224 531 1398 653">The City of Redding is dedicated to protecting the health and safety of its residents and its employees. Research findings indicate that smoking and secondhand smoke constitute a significant health hazard. Therefore, the City Council has indicated that it would like to prohibit all smoking on the City Hall campus.</p> <p data-bbox="224 716 326 745">POLICY</p> <p data-bbox="224 777 1398 867">It is the policy of the City to prohibit smoking on the City Hall campus. This policy shall apply to all areas of the City Hall campus including enclosed facilities, common areas, walkways, and parking lots adjacent to and surrounding City Hall.</p> <p data-bbox="224 930 396 959">PROCEDURE</p> <p data-bbox="224 991 1398 1113">The City will install signs at prominent locations indicating that smoking is prohibited on the City Hall campus. Compliance with this policy shall be voluntary. The success of this policy will depend upon the cooperation of tobacco users and non-tobacco users. Nothing in this policy shall be construed to supercede or usurp federal, state, or local laws relative to prohibitions on smoking in public places.</p>				