

Scotts Valley Fire Protection District	Policy: 807
Subject: No Smoking	ADOPTED: June 8, 2005

Policy 807: No Smoking

This policy will apply to all District personnel.

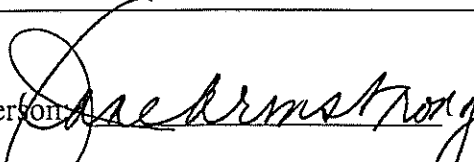
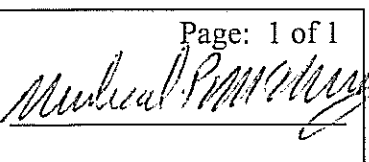
The Scotts Valley Fire Protection District is concerned with the health and well being of all employees. Due to the acknowledged hazards arising from exposure to tobacco smoke, smoking is prohibited. Consistent with California State law, there will be no smoking within the District facilities at any time.

Smoking is also prohibited within 25 feet from any facility opening (window or door).

Smoking is not allowed in any District vehicle. There will be no smoking in personal vehicles when transporting other personnel on authorized business.

Procedure

1. Employees will be informed of this policy through the policy manual, orientation and training provided by their supervisors.
2. Visitors will be informed of this policy through signs, and it will be explained by their host.
3. The District will assist employees who wish to quit smoking by facilitating access to recommended smoking cessation programs and materials.
4. Any violations of this policy will be handled through the standard disciplinary procedure.

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