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## Smoking and Tobacco Use

### 913.1 PURPOSE AND SCOPE

This policy establishes limitations on the use of tobacco products by employees and others while on-duty or while in San Diego County Probation Department facilities or vehicles.

### 913.2 POLICY

The San Diego County Probation Department recognizes that tobacco use is a health risk and can be offensive to other employees and to the public. It is the policy of the San Diego County Probation Department to prohibit the use of tobacco, or any other tobacco product, by employees while on-duty or at any time the employee is acting in an official capacity for the Department, and by members of the public while in a facility or vehicle controlled by the San Diego County Probation Department. Employees violating this policy may be subject to disciplinary action.

### 913.3 EMPLOYEE USE

Tobacco use by employees is prohibited anytime employees are in public view representing the Department.

Smoking and the use of other tobacco products is not permitted inside any County facility, office or vehicle (California Labor Code § 6404.5). Note: Smoking refers to tobacco cigarettes, vapor cigarettes and e-cigarettes.

Division Chiefs and supervisors at each work site shall be responsible for informing San Diego County Probation Department employees of this policy and for its strict enforcement.

Division Chiefs shall ensure that signs prohibiting the use of tobacco products are posted prominently in all San Diego County Probation Department facilities and vehicles, including areas available to the public.

### 913.4 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.).