

## Smoking and Tobacco Use

### 344.1 PURPOSE AND SCOPE

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

### 344.2 AUTHORITY AND REFERENCES

- Executive Committee;
- Riverside County Ordinance No. 866, Regulating Smoking on County Property;
- Riverside County Board of Supervisor's Policy A-23, Non-Smoking Policy;
- California Labor Code § 6404.5;
- California Government Code § 7586 et seq.

### 344.3 POLICY

The smoking of tobacco and/or the use of electronic nicotine delivery systems is a danger to health, a material annoyance, inconvenience, discomfort and a health hazard to all those who are in the vicinity of tobacco use and/or the aerosolization of nicotine. In order to serve public health, safety and welfare, this policy is intended to protect non-smokers to the maximum extent possible from second hand smoke, nicotine and other unhealthy by-products in public places. Smoking in or around county facilities is prohibited by law (Board of Supervisors A-23 Non-Smoking Policy).

### 344.4 EMPLOYEE USE

The Riverside County Department of Public Health's Tobacco Control Project offers smoking cessation literature, strategies and classes to assist employees in their efforts to quit tobacco use. Cessation classes are offered periodically, as funding and staffing permits. Employees are authorized to attend the program without charge and on County time. Free phone-based cessation counseling is available through the California Smokers' Helpline at 1-800-NO-BUTTS.

Smoking and the use of other tobacco products is not permitted inside any County facility, office or vehicle (California Labor Code § 6404.5). Employees who smoke or use electronic nicotine delivery systems in non-designated areas may be subject to discipline under the County disciplinary procedure up to and including discharge. It shall be the responsibility of the division managers and supervisors to enforce the non-smoking policy of the County.

### 344.5 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.).

# Riverside County Probation Department

Policy Manual

## *Smoking and Tobacco Use*

---

### 344.5.1 DESIGNATED SMOKING AREAS

The Director of the Riverside County Department of Facilities Management may designate a specific area of County property as a Smoking Area after posting appropriate signage. Employees shall utilize such posted smoking areas when available (County Ordinance 866).

In the absence of a posted smoking area, an area deemed in compliance with the prohibitions listed in the section above will be considered a "designated" smoking area.

Date(s) revised:

01/20/2016

01/01/2002

Created: 07/01/1987

Attachments: None