

Standard Operating Procedures Manual
City of Poquoson Fire and Rescue



**City of Poquoson
Fire and Rescue**

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GENERAL ADMINISTRATION

SOP#: GA 4.00

Title: Tobacco Product Use

Effective Date: 01/01/2009

Revised Date: 01/01/2009



Fire Chief's Signature



City Manager's Signature

TOBACCO PRODUCT USE

I. PURPOSE

To assist in decreasing risks from the known health hazards associated with smoking and passive smoke exposure to Department personnel, and to establish a department-wide policy pertaining to the use of all tobacco products.

This SOP is not all-inclusive and cannot encompass all situations that may be encountered.

II. RESPONSIBILITIES

All career and volunteer personnel shall be responsible for compliance with this SOP and assisting other colleagues to improve "health behaviors" related to tobacco product use.

All uniformed fire department personnel who have signed a no smoking pledge shall be responsible for continued abstinence from the use of all tobacco products on and off duty while employed by the City.

III. POLICY

- Smoking includes the inhaling, exhaling, burning, or carrying any lighted cigar, cigarette, pipe, weed, plant, or other smoking equipment in any manner or any form.
- The term “tobacco product” refers to the following:
 - Cigarettes
 - Cigars
 - Lighted pipes
 - Chewing Tobacco
 - Snuff
 - Any other lighted smoking equipment
- The use of tobacco products is prohibited inside any Poquoson Fire/Rescue Department facility, including bay areas.
- The use of tobacco products is prohibited inside all fire department apparatus (including medic units and specialty vehicles) and personally assigned fire department vehicles.
- Tobacco products (for exempt uniformed personnel) may be used outside Department facilities during breaks of training / education sessions. Tobacco products may be used on the side portion or in the rear of buildings, NOT IN THE FRONT.
- Tobacco use is NOT permitted on any emergency scene or training ground.
- The prohibition against smoking and the use of smokeless tobacco within the enclosed spaces of departmental facilities also extends to the exterior at least ten feet beyond any point of ingress/egress of the building or facility.
- Members using smokeless tobacco products shall refrain from spitting on sidewalks, parking lots and other paved surfaces, on non-paved surfaces used by other members, and in water fountains.