01 Purpose: To establish smoking guidelines for Police Department personnel.

02 Policy: The adverse health effects of smoking/vaping are well known, and the Department encourages cessation of smoking. The Department also wishes to provide reasonably healthy air in the station and to promote a positive image of the Police Department and City. On September 4, 2018, The City Manager made it policy prohibiting all City Employees from smoking and/or vaping on any City owned property, except for designated areas as approved by the City Manager.

03 Procedure:

A. Prohibited Areas: Smoking and Vaping is prohibited at the Community Center, Public Works, New Hampshire Avenue Community Center and Heffner Park.

B. Police Vehicles: Smoking and/or Vaping is prohibited in Police Vehicles.

B. Exceptions:

1. Employees may smoke in designated areas, which are located under the garage used by CID and at Public Works by the building where salt is stored.

2. All police department personnel shall use discretion when smoking in public. Officers will not smoke while engaged in any type of police activity, i.e. directing traffic and/or actively interviewing witnesses, victims or suspects. Officers will refrain from smoking when doing so could likely interfere with performance or bring criticism on the Department.

3. In some cases, an investigating officer may allow a prisoner to smoke in the processing room or an interview room, under close supervision. This scenario should only be considered on a case-by-case basis and when the officer believes it would assist in the investigation.

4. In some cases, an officer may allow a crime victim to smoke in an interview room if such action might facilitate the investigation.