



Greenbelt Police Department – General Order

	Title: Use of Tobacco		Order #: 313	
	Effective Date: May 21, 2015	Review Date: July 18, 2007		
	Original Issue: January 28, 2004	September 28, 2007		
<input type="radio"/> New <input checked="" type="radio"/> Amends <input type="radio"/> Rescinds				
Approved by: Chief James Craze			CALEA 5 th Edition	
CALEA Standard: 26.1.1			Pages: 2	



01 PURPOSE: To clarify the locations of smoking areas in and around Police Headquarters and regulate the use of chewing tobacco.

02 POLICY: The Department encourages employees to participate in a cessation of smoking program. Chewing tobacco and smoking causes adverse health effects to the smoker/chewer and those who are forced to inhale second hand smoke. The Department wishes to provide reasonably healthy air inside its buildings without excessively penalizing those who smoke.

03 SMOKING:

- A. This policy applies to all employees, contractors, affiliates, visitors and other persons on City of Greenbelt Property
- B. Prohibited Areas: Smoking is prohibited by employees and visitors in all City owned buildings and Department vehicles.
- ~~C.~~ Employees may smoke outside Headquarters at designated areas posted by the Commander of Administrative Services. These designated areas cannot be within 25 feet of building entrances, overhangs or porches, inlets for an air intake system, or windows that open and close.
- ~~D.~~ Smoking within 50 feet of gas pumps is prohibited.
- E. Prisoners, who aren't deemed a escape risk, may be allowed to smoke, at Headquarters, at the discretion of the arresting officer, in the sally port area after the gate has closed and the area is fully secure.
- F. Officers will use discretion when smoking in public view. Officers will not smoke while directing traffic, actively interviewing witnesses, victims or suspects. Officers will refrain from smoking when doing so would likely bring the Department under criticism.
- G. Smoking refuse, such as cigarette butts, must be disposed of in ash urns or other containers specifically designated for such disposal.

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04 CHEWING TOBACCO:

- A.** Officers will use discretion when using chewing tobacco in public view. Officers will not chew tobacco while actively interacting with the public. Officers will refrain from chewing tobacco when doing so will bring the Department under criticism.

- B.** Employees who chew tobacco will throw spit cups out immediately after their use.