

DATE:	JUNE 18, 2018
NUMBER:	H.13
SUBJECT:	USE OF TOBACCO PRODUCTS
RELATED SECTIONS:	O.3

PURPOSE

To provide a healthy working and living environment by protecting non-tobacco users from secondhand smoke, and ensuring tobacco users adhere to smoking restrictions within detention facilities.

POLICY

To achieve the goal of smoke-free environments in County facilities, as mandated by both the Sheriff and the County Board of Supervisors, it is the policy of the Detention Services Bureau (DSB) that the use of any tobacco products or electronic smoking devices within the detention facilities or any building occupied by DSB staff is prohibited. The term “detention facilities” shall include all areas within the secured portion of the facility. This includes the structures themselves and any grounds within the secured area.

PROCEDURE

- I. Smoking shall be prohibited throughout all detention facilities and buildings occupied by DSB staff including, but not limited to:
 - A. All work locations
 - B. All inmate living areas
 - C. All hallways, rooms and storage areas
 - D. All secured areas, buildings and grounds

- II. Inmates shall not possess any tobacco products, electronic smoking devices, or ignition devices such as matches and lighters. Such items shall be considered contraband. If any of these items are found at the time of their initial booking process, these items will be returned to the arresting agency or at the inmate's request, disposed of in accordance with policy. If the items are located after the booking process, these items shall be seized by staff and disposed of in accordance with policy.

- III. The facility commander may designate a smoking area for staff as long as it complies with the above sections and:
 - A. It is located a minimum of 20 feet away from any main exit, entrance or operable window of any public building
 - B. It is not within view of inmates
 - C. It does not allow smoke to flow into the work site

The facility commander may establish other rules about designated smoking areas as deemed necessary.