

PRINCE WILLIAM COUNTY POLICE DEPARTMENT MANUAL OF GENERAL ORDERS			
General Order: 2.10	Effective: 05/13/2020	Supersedes: 11/5/2018	Number of Pages: 2
DEPARTMENTAL RULES AND REGULATIONS: USE OF TOBACCO PRODUCTS			

I. Purpose:

The purpose of this general order is to establish policy regarding the use of tobacco products, which may pose a health risk to Police Department members. This includes decreasing the risks from known health hazards associated with the use of tobacco products and passive smoke or vapor exposure.

II. Definitions

ENDS – Electronic Nicotine Delivery Systems, which include devices such as e-cigarettes, ehookah, e-cigars, vape pens, advanced refillable personal vaporizers, and electronic pipes.

Smoking - Carrying of any lighted pipe, cigar, or cigarette of any kind, or any other lighted smoking equipment, or the lighting, inhaling or exhaling of smoke from a pipe, cigar, cigarette, or any mechanical device producing smoke or vapors.

Tobacco Product - Any product made or derived from tobacco that is intended for human consumption, including any component, part, or accessory of a tobacco product. These include, but are not limited to cigarettes, cigars, pipe tobacco, smokeless tobacco, chewing tobacco, snuff, and ENDS.

Use of Tobacco - Smoking, chewing, consumption, or use of tobacco products.

III. Policy

A. As a condition of employment, sworn members who signed an agreement pertaining to the use of tobacco products are expected to honor such agreement based on the language of the agreement at the time of signing. Any violation of such agreement is subject to disciplinary action. The following time periods have been established based on those agreements:

- a. Members hired between April 30, 1984, and July 1, 2001, agreed not to **SMOKE** tobacco products, either on or off-duty.
- b. Members hired after July 1, 2001, agreed not to **USE** tobacco products, either on or off-duty.

- B. The Police Personnel Bureau will ensure the agreement not to use tobacco products by sworn personnel is clearly stated on the Condition of Employment Agreement and understood at the time of signing.
- C. The use of tobacco products on Academy grounds shall be guided by [CJA Directive 5.02 Tobacco Products](#); [CJA Directive 5.06 Inservice Rules and Regulations](#) (F); [CJA Directive 12.05 Staff Instructor Rules and Regulations](#) (A.6); [CJA Directive 16.08 Basic School Rules and Regulations](#) (D.4).
- D. All employees shall abide by County Personnel Policy.
- E. Nothing in this policy is intended to prohibit the use of Nicorette's or other such cessation of smoking products. Members who are interested in information about, or assistance with, addiction to tobacco products may contact the Department's Wellness and Resilience Unit Supervisor or the Employee Assistance Program.