



Wintergreen Fire and Rescue Standard Administrative Policy	
Subject:	Non-Smoking Areas
Reference Number:	Adm 04-001
Effective Date:	19-Jan-05
Last Revision Date:	N/A
Signature of Approval	Curtis Sheets, Chief

Purpose:

To establish a policy on approved smoking areas.

Policy:

Wintergreen Fire and Rescue aspires to become a smoke free workplace.

Employees should only smoke at approved smoke areas.

It is preferred that employees smoke outside, however during periods of inclement weather, smoking in the bays is allowed.

Employees are responsible for cleaning up after themselves.

Smoking in a Wintergreen Fire and Rescue vehicle is strictly prohibited.