



Wintergreen Fire and Rescue Standard Administrative Policy	
Subject:	Tobacco Use Policy
Reference Number:	ADM 02-001
Effective Date:	19-Jan-05
Last Revision Date:	28-Feb-19
Signature of Approval	Curtis Sheets, Chief

Purpose:

To establish a policy on approved smoking areas.

Policy:

Wintergreen Fire and Rescue is a tobacco free workplace. Tobacco use is not allowed on any Wintergreen Fire and Rescue staffed property.

All full time Fire and Rescue employees shall follow the Wintergreen Fire & Rescue Department Conditions of Employment agreement regarding tobacco usage.

Reference Drug Use Policy, ADM 02-006 for more information regarding a tobacco free workforce at Wintergreen Fire and Rescue.

For the purpose of this policy, vaping is considered tobacco.

**WINTERGREEN FIRE & RESCUE DEPARTMENT
CONDITIONS OF EMPLOYMENT**

This agreement is made and entered into this _____ day of _____ 20____, by and between Wintergreen Property Owner’s Association (hereinafter WPOA) and _____ (hereinafter Employee).

WHEREAS, it is WPOA’s policy to require as condition of employment that all uniformed Fire & Rescue Department personnel hired after January 1, 2003, must meet and maintain a level of personal physical and mental fitness that meets or exceeds the standards established by the Wintergreen Fire & Rescue Department now in effect or as may be amended from time to time; and

WHEREAS, it is WPOA’s policy to require as a condition of employment that no uniformed Fire & Rescue Department personnel hired after January 1, 2003, shall use tobacco products of any kind, including but not limited to cigarettes, pipes, cigars, snuff, dip or any product containing tobacco, at any time whether on-duty or off-duty.

NOW THEREFORE, the Employee hereby agrees as follows:

1. I acknowledge that to be employed as a uniformed employee, I must be a nonsmoker as of the date of entry into service.
2. Upon entry into service, I will not smoke or otherwise use tobacco products of any kind at any time, including on-duty and off-duty periods. I understand and agree that I must remain a nonsmoker and refrain from using tobacco products of any kind on-duty or off-duty during my employment with WPOA.
3. I acknowledge that a false or misleading misrepresentation by me as to being a nonsmoker or non-user of tobacco products upon entry into service or my use of tobacco products after entry into service shall constitute grounds for my dismissal and separation from employment.
4. In consideration of employment as a uniformed employee of the Wintergreen Fire & Rescue Department, I voluntarily and knowingly understand and accept the above stated conditions of employment, and agree that my failure to comply with any of these conditions of employment shall constitute good cause for my employer to terminate my employment.
5. I am a nonsmoker as of the date of entry into service with the Wintergreen Fire & Rescue Department.

Dated

Employee

Witness

Wintergreen Fire & Rescue Department

Title