



Santa Cruz Consolidated Emergency Communications Center

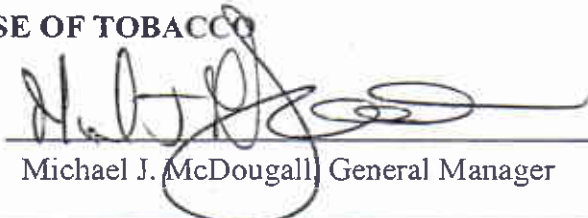
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Michael J. McDougall
General Manager



9-1-1
FIRE
POLICE
MEDICAL

COMMUNICATIONS MISCELLANEOUS POLICY/PROCEDURE

Policy No. 7060	Date Issued: August 30, 1996
Section: 7000 – Miscellaneous Policies/Procedures	Date Revised: April 1, 2004
Accreditation Standards: None	
SUBJECT: USE OF TOBACCO	
APPROVED: 	
Michael J. McDougall General Manager	

- 1.0 Tobacco use is allowed only in approved areas.
 - 1.1 Approved areas are:
 - 1.1.1 The area outside the exit door on the south wall of the Communications Center.
 - 1.1.2 The service entrance at the southwest corner of the building may only be used during non-business hours. Non-business hours are Monday through Friday from 5:00 p.m. to 8:00 a.m., weekends and holidays.
- 2.0 The use of tobacco is prohibited in all other areas of the facility.
 - 2.1 The following areas are specifically called out as restricted from tobacco use:
 - 2.1.1 The visitors' entrance at the northwest corner of the building.
 - 2.1.2 The employee parking lot and employee entrance.
- 3.0 Tobacco users must ensure that all doors are properly secured after use.

- 3.1 Tobacco users must close facility doors behind them while using approved tobacco use areas.
- 4.0 All tobacco by products must be deposited in the receptacles provided in the approved areas.