 <p><b>YALE UNIVERSITY POLICE DEPARTMENT GENERAL ORDERS</b> <i>Serving with Integrity, Trust, Commitment and Courage Since 1894</i></p>	ORDER TYPE: NEED TO REFER	
	<b>306 SMOKING POLICY</b>	
	EFFECTIVE DATE: <b>30 JUL 1998</b>	REVIEW DATE: <b>ANNUAL</b>

Reference is made to section 503.3 Yale University - Personnel Policies and Practices and section 31-40 (q) Connecticut General Statutes.

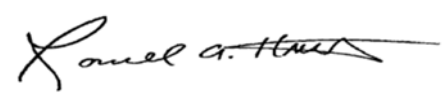
Smoking is strictly prohibited within the police facilities. This restriction encompasses all offices, hallways, waiting areas, locker facilities, class or squad rooms, meeting areas, and rest rooms.

In recognition of the hazards associated with second hand smoke, smoking is also prohibited in all Department vehicles.

These restrictions shall not apply to victims, witnesses and subjects whether or not under arrest who require or request a cigarette. In such instances, smoking is allowed but only within the offices occupied by Investigative Services.

Appropriate signage will appear in police facilities. Any employee adversely affected in any way by this policy shall first bring his her complaint concerns to his her immediate supervisor. Attempts will be made to resolve problems at the lowest possible level in an informal manner. Only when these efforts fail will the complaint concern be reduced to writing and forwarded to the Office of the Chief for resolution.

PER ORDER OF



RONNELL A. HIGGINS  
DIRECTOR OF PUBLIC SAFETY AND CHIEF OF POLICE