

**Board of County Commissioners  
Leon County, Florida**

**Policy No. 04-04**

Title: Prohibition of Open Flame Devices in County Buildings  
Date Adopted: September 14, 2004  
Effective Date: September 14, 2004  
Reference: N/A  
Policy Superseded: N/A

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It shall be the policy of the Board of County Commissioners of Leon County, Florida, that a new policy entitled “Prohibition of Open Flame Devices in County Buildings” is hereby adopted, to wit:

This policy is designed to guard against potential property loss and/or loss of life due to fire. Therefore, the County prohibits use of open flame devices in County buildings.

This policy shall not apply to heat-producing equipment complying with Life Safety Code 101 (Sec. 9.2.2).

This policy shall not apply to food service operations in accordance with Life Safety Code 101 (Sec. 13.7.1).

Managers and supervisor of all agencies occupying County buildings shall assist in the responsibility of monitoring their respective areas.

Adherence to this policy is neither voluntary nor optional. Violation of this policy is grounds for disciplinary action up to, and including, termination of employment.