

**Model**  
**100% Tobacco-Free Campus Policy**

**I. PURPOSE**

The purpose of this policy is to provide for and promote the health, safety and welfare for all persons who enter [Company]'s property.

Each year, approximately 440,000 people in the United States die prematurely of diseases caused by tobacco. The Surgeon General concluded that there is no risk-free level of tobacco smoke, including secondhand smoke and smoke residue.

Medical studies have shown that any exposure to tobacco smoke causes immediate damage to the body that can lead to serious illness or death. Evidence has also shown that the use of smokeless tobacco products, such as chewing tobacco, snuff and snus, also cause adverse health effects and can result in oral cancer, increased risk of heart attack, other cardiovascular disease and addiction.

Restricting tobacco use throughout a campus reduces these risks and promotes the health and well-being of members of the entire campus community. Because campuses are often highly visible within a community, adopting a strong tobacco-free policy educates the public, local government and organizations about the advisability of such a policy, and encourages them to adopt similar measures. A campus-wide policy can also help reduce youth initiation to tobacco use, through positive modeling behavior.

In addition to promoting public health, a campus-wide tobacco-free policy can be economically beneficial as well, especially if supported by an effective cessation policy. Benefits include reduced employee health care costs and absenteeism, increased employee productivity, as well as cost savings in areas such as grounds maintenance.

**Therefore, this policy is designed to include all products that contain tobacco or that deliver nicotine in a manner that is not approved by the FDA for the treatment of nicotine addiction. Because there is no safe tobacco product, the only logical action is to promote a campus that is completely tobacco-free.**

**II. DEFINITIONS**

For purposes of this policy, the terms set forth below shall have the following meanings:

- *“Tobacco product”* means any product containing tobacco in any form.
- *“Unapproved nicotine delivery product”* means any product containing or delivering nicotine intended or expected for human consumption that has not been approved or otherwise certified for sale by the United States Food and Drug Administration (FDA) as a tobacco use cessation product. This listing can be found at: <http://www.fda.gov/ForConsumers/ConsumerUpdates/ucm198176.htm>

### **III. TOBACCO-FREE CAMPUS POLICY**

The use and visual possession of tobacco and unapproved nicotine delivery products are prohibited on all property under the control of [Company] at all times, including, but not limited to:

- grounds
- adjacent sidewalks
- parking lots
- buildings
- company vehicles whether or not that vehicle is on [Company] property
- private vehicles parked on [Company] property

This policy applies to all persons on [Company]'s campus, regardless of their purpose for being there.

[Job Title] will establish a procedure for informing patients, staff, visitors, contractors, etc. of the ban on the use and visual possession of tobacco products, unapproved nicotine delivery products and associated paraphernalia in, or on the grounds of [Company].

### **IV. EMPLOYEE TOBACCO-FREE WORKDAY POLICY**

Employees are prohibited from using tobacco products and unapproved nicotine delivery products during their working hours, including breaks, whether on or off campus. Clothing worn during an employee's shift must be free from the odor of tobacco.

### **V. POLICY EFFECTIVE DATE**

This policy is effective as of [Month] [Day], [Year].

### **VI. POLICY CONTACT INFORMATION**

For questions about this policy, contact: [Name, Title & Contact Information]

This policy is accepted by and for [Company]:

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Name

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Date

## **Successful Implementation**

The following are suggested steps for successful implementation of this policy.

Staff members play an important role in modeling behavior and setting a good example for others in complying with the policy.

For this reason, the following are suggested:

- Ongoing and clear communication about the rationale, components and enforcement of the tobacco-free environment policy.
- Prominently placed signage that clearly explains the policy.
- Clear messaging that all staff members, regardless of classification or job status, are expected to adhere to the policy. Thus, all staff members are prohibited from using or possessing prohibited products while working for or representing the company, either on site or at other business locations.
- Low to no-cost cessation assistance for staff members who want to quit using tobacco.
- Education on how to most effectively react to individuals found violating the policy.