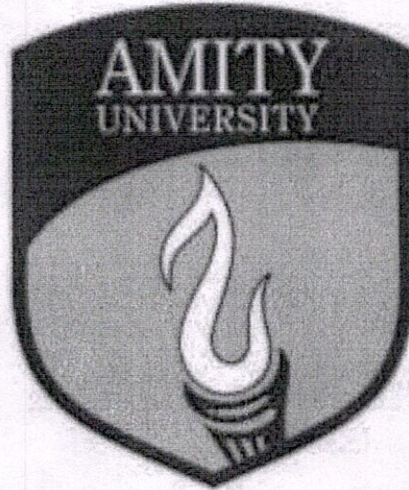




AMITY UNIVERSITY

MADHYA PRADESH

Established vide Government of Madhya Pradesh Act No. 27 of 2010



Standard Operating Procedures (SOP) for
Smoke Free Policy
(Total 02 pages)



Ref. No.: AUMP/RO/2019/476

Date: 06.09.2019

1. Relevant to:

To all Students, employees, contracted service employees, vendors, and visitors.

2. Purpose of SOP:

As Amity University Madhya Pradesh is a smoke-free site. The decision to become smoke-free has been taken because smoking has a significant negative impact on people's health – both those people who smoke and who are passive smokers. Becoming smoke-free means a better environment for all users of the site—Students, employees, contracted service employees, vendors and visitors.

3. Overview:

Under the policy, smoking is prohibited everywhere in the University campus. There is plenty of information and support available for everyone. However, blatant or continuous non-compliance with this policy may lead to Students, employees, contracted service employees, vendors and visitors being asked to leave the premises. Amity University Madhya Pradesh is committed to foster the good health and well being of all members of its University community. We also aim to reduce pollution and hazardous air pollutants through this prohibition. Medical research confirms the many health risks of smoking and tobacco usage as well as the negative effects of second-hand smoke.

4. Where is smoking prohibited:

The policy covers all property and vehicles owned, leased, rented, or operated by Amity University Madhya Pradesh and includes cigarettes, cigars, pipes, e-cigarettes, dipping tobaccos, snuff, other smokeless tobacco, hookah, marijuana, cannabis and related electronic and other products.

This policy means that smokers are allowed to smoke only in public areas outside the limits of the campus. The policy pertains to everyone associated with the University community including students, employees, contracted service employees, vendors and visitors.

5. Communication:

The policy is published widely through various University outlets and will be included in the *Student Handbook* and *website*. Signage indicating that the University is smoke-free and tobacco-free are posted on campus. Existing policies, regulations and penalties governing smoking and tobacco usage inside university property will remain in effect as promulgated.

Information leaflets about the Trust smoke-free policy and to Stop Smoking Service are provided via the concierge situated at the front desk.

6. Support for smokers:

The University will continue to sponsor programs and events that increase awareness of the negative effects and health risks of smoking and tobacco usage. The Counselling office (managed by AIBAS) and the Health Services office will offer supportive services and information for those who wish to quit smoking and tobacco usage.

7. Protecting our staff:

If you are abusive to our staff, you will be asked to leave the premises and grounds and an incident form will be completed. We will start to follow our Violence and Aggression Policy and Procedures. This may result in you only being able to receive emergency treatment.

Blatant or continuous non-compliance of this policy may lead to Provision of financial punishment. The cooperation of all members of university is needed in order to ensure a healthy environment for everyone.

Due date for review: / /



Registrar

Distribution:-

1. All Hols
2. All HoDs (Teaching & Non-Teaching)

Copy to:-

1. Hon'ble VC's Secretariate
2. Pro-VC's Office