



UNIVERSITY
OF
JOHANNESBURG

TOBACCO CONTROL POLICY

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Responsible Division	Occupational Health Practice
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Related documents

UJ documents (e.g. Policies, Regulations, Guidelines, Contracts)	Other (e.g. Legislation, DoE and HEQC directives and guidelines)
<ul style="list-style-type: none"> • UJ Statute; • UJ Vision and Mission; • UJ Strategic Plan; • UJ Operational Plan. 	<ol style="list-style-type: none"> 1. Constitution of South Africa (Act 108 of 1996) 2. Tobacco Products Control Act 83 of 1993 (principle Act) 3. Tobacco products control Amendment Act, Act 12 of 1999 4. GN R975 of 29 September 2000: notice relating to smoking of tobacco products in public areas 5. Tobacco Products Control Amendment Act 23 of 2007

	<ol style="list-style-type: none"> 6. Tobacco Products Control Amendment Act 63 of 2008 7. OHS Act 85 of 1993, as amended 8. National Health Act 61 of 2003 9. National Environmental Management Act
Stakeholders affected by this document (units and divisions who should be familiar with it):	<ul style="list-style-type: none"> • Council; • Senate; • Management Executive Council; • Executive Dean and Deputy/Vice-Deans; • Executive Directors and Directors; • Heads of Departments; • Institutional Forum; • Student Representative Council; • Occupational Health Practice; • Occupational Safety Department
Website address of this document:	Intranet

1. INTRODUCTION

The detrimental effects of smoking and second hand smoke remain an important preventable determinant of smoking morbidity and mortality. Embracing the World Health Organization's Framework Convention on Tobacco Control, of which South Africa is a signatory, the post-2015 MDG agenda and future health initiatives in the priority area of non-communicable diseases, the Constitution, which provides for the right to an environment not harmful to the health and wellbeing of citizens, national legislation and actual health effects of smoking, the University of Johannesburg, in its drive towards global excellence and stature strives to provide and maintain an environment that is safe and without risk to the health of persons working and learning at UJ. While smoking is prohibited at the workplace, the university limits the areas where smoking is permitted in accordance with legislation.

2. PURPOSE

The aim of the policy is to

- 2.1 Comply with the legal requirement to have a written policy;
- 2.2 Comply with the legal requirement to ensure that no person smokes anywhere other than the designated smoking areas at the workplace;
- 2.3 Protect the fundamental rights of persons at UJ premises (S 24 of the Constitution);
- 2.4 Comply with the legal requirement to prohibit the sale or supply of tobacco products to persons under the age of 18;
- 2.5 Protect non-smokers from exposure to second hand smoke at UJ premises and in vehicles;
- 2.6 Facilitate smoking cessation options for existing users of tobacco products;
- 2.7 Reduce the occurrence of tobacco related illnesses and deaths.

3. SCOPE

This policy applies to all employees, students, contractors and other persons visiting UJ property.

4. DEFINITIONS

Refer to Appendix 1

5. KEYWORDS

UJ premises
Smoking areas
Smoke
Tobacco products
Workplace
Person
Second hand smoke
Hazard
Tobacco control
Public conveyance
Public place

6. PRINCIPLES

The Tobacco Control Policy is based on the following principles:

- 6.1 Providing a safe and healthy environment to persons at the workplace;
- 6.2 Consideration and respect for other persons' preferences;
- 6.3 Preventing resentment towards smokers;
- 6.4 Sound preventative medicine;
- 6.5 Behaviour modification;
- 6.6 Ethical and moral obligation towards own and other's health;
- 6.7 Smoking tobacco products release carcinogens such as radon, benzene and nickel into the air which non-smokers inhale without their consent;
- 6.8 Prevention of environmental pollution: poisons, toxins, litter and fire hazard.

7. APPLICATION & GUIDELINES TO DESIGNATED SMOKING AREAS

- 7.1 The Tobacco Control Policy applies to all UJ facilities and vehicles, owned or leased, regardless of location;
- 7.2 Smoking shall not be permitted on UJ property except in designated smoking areas;
- 7.3 Smoking shall only be allowed at a minimum distance of 10 (ten) meters from any door, window or air inlet and such area shall be marked clearly.

(Refer to Appendix 2 for map with areas demarcated of designated smoking areas).

8. OCCUPATIONAL HAZARDS

- 8.1 Fire in trash receptacles that may spread and cause damage to property or loss of life;
- 8.2 Gas explosions in chemistry laboratories could result in multiple casualties;
- 8.3 Occupational Disease (inhalation of harmful substances at the workplace may result in irreversible chronic/fatal disease);
- 8.4 Acute, unwitnessed asthma after smoke inhalation may be fatal.

9. ENFORCEMENT

- 9.1 Safety practitioners, Health Care Workers and supervisors are expected to remind students, staff and visitors about the policy. They must also enforce the smoking regulations;
- 9.2 Protection Services should inform all visitors about the policy, demarcated smoking areas as well as the disposal of the litter;
- 9.3 Protection Services will conduct spot checks to ensure compliance to this policy. Fines of R500 will be issued in case of transgression of this policy
- 9.4 Any person, i.e. faculty member, staff member, or student may ask any individual to comply with the policy;
- 9.5 Any person found transgressing this policy will be accountable in accordance with the standard UJ Disciplinary Code and Procedure;
- 9.6 Violators of this policy should be referred to their supervisor. Students should be referred to the Executive Director: Student Affairs for disciplinary action.

10. ENVIRONMENTAL POLLUTION

Tobacco smoke is a contributor to pollution of air, soil and the health of human beings and as such in contravention of the Constitution and the World Health Organization's Framework on Tobacco Control.

11. REHABILITATION

Treatment cessation options will be offered to staff - in accordance with UJ's Conditions of Service - and students. Options may include:

- 1.1 Behaviour modification therapy
- 1.2 Medication helpful in smoking cessation

- 1.3 Campus clinics will actively promote a smoke-free environment and lifestyle
- 1.4 Quitline* will be introduced to clients
- 1.5 Complaints desk: complaints will be directed to the National Council Against Smoking (NCAS).

***Quitline at NCAS: 011 – 720 3145**

12. STRATEGY

- 12.1 Education, communication and public awareness will be developed by:
 - a) Assimilating a smoke free approach into UJ vision, mission and values;
 - b) Developing a relationship with reporters and editors to support new policy;
 - c) Publish articles on the student portal, first year's booklets and local media (e.g. UJ FM);
 - d) Encourage surveys via media to obtain sentiment from UJ students;
 - e) Obtaining written endorsements from student bodies, faculties and employee organisations;
 - f) Educating all campuses about the dangers of smoking and second hand smoke, the benefits of a smoke free environment, tobacco use, litter prohibitions and cessation options;
 - g) Approaching other student groups/associations and making presentations. For example, approach sport groups/athletes/religious groups and students in health education;
- 12.2 Encourage Health Care Workers to be good examples in committing to a smoke free lifestyle;
- 12.3 Policy and public awareness should be phrased in a positive manner to enhance compliance;
- 12.4 Training of Protection Services staff towards enforcement (e.g. providing cards to hand to offenders) and appropriate enforcement empowerment;
- 12.5 Providing basic cessation advice via Occupational Health and Primary Health Disciplines;
- 12.6 Implementation will be phased in as a collaborative project between the Senior Director: Campuses, Student Affairs, the Occupational Health Practice, Occupational Safety department and Protection Services divisions.

13. ROLES AND RESPONSIBILITIES

13.1 Senior Director: campuses

The incumbent's role is to:

- a) move current smoking bins at all campuses away from entrances, window and ventilation inlets to **10 meters** away from any entrance, window or ventilation inlet;
- b) communicate with employees to create awareness of the fact that smoking is illegal (as per the act);
- c) create smoking zones: a minimum of three zones per campus, and provide EV with the list of zones as they appear on the maps, to include in the policy;
- d) receive complaints from UJ employees regarding contraventions of the act.

13.2 Director: Protection Services

The incumbent's role is to:

- a) conduct spot checks;
- b) issue fines of R500 for transgressions in terms of the policy.

13.3 Head: Occupational Safety department

The incumbent's role is to:

- a) post signage throughout UJ premises to indicate that smoking is prohibited and where the smoking zones are;
- b) receive complaints from UJ employees regarding contraventions of the act and refer complaints to Campus Director.

13.4 Head: Occupational Health Practice

The incumbent's role is to:

- c) assist employees in referrals and prescriptions for smoking cessation;
- d) receive complaints from UJ employees regarding contraventions of the act and refer complaints to Campus Director.

14. POLICY REVIEW

This policy will be reviewed every 3 years from the date of approval.

15. REFERENCES

1. <http://www.canton.edu/smoking-policy>
2. Centre for Tobacco Control Research and Education- San Francisco. 2003.
The surveillance and monitoring of tobacco control in South Africa
3. World Health Organisation: *WHO Framework Convention on Tobacco Control*.
From: <http://www.who.int/fctc/en/> (accessed on 11 November 2014)
4. <http://calvin.edu/student-life/forms/policies/smoking-policy.html>
5. ANR Americans for non-smokers' rights foundation 2010
 - Steps for enacting a smoke free college campus policy
 - MIDEAL policy for a smoke free University<http://no-smoke.org/docum>
6. <http://archive.idrc.ca/ritc/policybrief.htm>
7. Smoking policy, Mary Grove College. From:
<http://www.marygrove.edu/campussafety/cleanair.asp>
8. Healthline- connect to better health- smoking information on healthline
<http://www.healthline.com/galecontent/smokin-3?print=true> (12 January 2010)
9. Constitution Act 108 of 1996
10. National Council Against Smoking.

16. APPENDICES

APPENDIX 1

DEFINITIONS

1. UJ property

All facilities owned or leased by UJ including sport fields, residential property, conveyance system, lecture venues, shopping centres, workshops, machine rooms, ablutions, gardens and walkways

2. Smoking areas

Regulation 3 (of Notice GN R975 of 29 Sep 2000) provides that an employer, owner, licensee, lessee or person in control of a public place may designate a portion of a public place as a smoking area, provided that:

- (a) The designated smoking area does not exceed 25% of the total floor area of the public place;
- (b) The designated smoking area is separated from the rest of the public place by a solid partition and an entrance door on which the sign **SMOKING AREA** is displayed, written in black letters, at least 2cm in height and 1,5 cm in breadth, on a white background;
- (c) The ventilation of the designated smoking area is such that air from the smoking area is directly exhausted to the outside and is not re-circulated to any other area within the public place;
- (d) The message: **SMOKING OF TOBACCO PRODUCTS IS HARMFUL TO YOUR HEALTH AND TO THE HEALTH OF CHILDREN, PREGNANT OR BREASTFEEDING WOMEN AND NON- SMOKERS. FOR HELP TO QUIT PHONE (011) 720 3145** is displayed at the entrance to the designated smoking area, written in black letters, at least 2cm in height and 1,5 cm in breadth, on a white background, and
- (e) Notices and signs indicating areas where smoking is permitted and where it is not permitted must be permanently displayed and signs indicating that smoking is not permitted must carry the warning: **ANY PERSON WHO FAILS TO COMPLY WITH THIS NOTICE SHALL BE PROSECUTED AND MAY BE LIABLE TO A FINE;**

3. Smoke

Means to inhale, exhale, hold or otherwise have control over an ignited tobacco product, weed or plant, and 'smoked' and 'smoking' have corresponding meanings.

4. Tobacco product

Means a product containing tobacco that is intended for human consumption, and includes, but is not limited to, any device, pipe, water pipe, papers, tubes, filters, portion pouches or similar objects manufactured for use in the consumption of tobacco.

5. Workplace

- a) Means any indoor, enclosed or partially enclosed area in which employees perform the duties of their employment
- b) Includes any corridor, lobby, stairwell, elevator, cafeteria, washroom or other common area frequented by such employees during the course of their employment; but
- c) Excludes any private dwelling, and any portion of an area mentioned in paragraph (a) specifically designated by the employer as a smoking area and which complies with the prescribed requirements.

6. Public place

Means any indoor, enclosed or partially enclosed area which is open to the public, and includes a workplace and a public conveyance.

7. Public conveyance

Includes transporting people by means of any commercial or chartered aircraft, ship, boat or train, bus, mini-bus or taxi.

8. Person

Shall include all categories, employees, students, mandatories and visitors

9. Second hand smoke

Is a contaminant that is also known as environmental tobacco smoke. It is a toxic air contaminant with serious health effects.

10. Hazard

A source or situation with a potential for harm in terms of human injury or ill health, damage to property, damage to the workplace environment or a combination of these.

11. Tobacco control

Any measure, such as bans on advertising tobacco, restrictions on smoking in public places, aimed at tobacco use cessation.

To be developed

1. INTRODUCTION

Second hand smoke encompasses two types of smoking; mainstream and side-stream smoke. **Mainstream smoking** is smoke exhaled by the smoker, while **side-stream smoke** is smoke from the end of a lit tobacco product. Non-smokers are exposed to carcinogens that have harmful effects such as Radon, Benzene and nickel; without their consent.

2. CHRONIC CONDITIONS CAUSED BY SMOKING AND SECOND HAND SMOKE

Emphysema
TB
Chronic bronchitis
Chronic cough
Low birth weight
Sudden Infant Death Syndrome (SIDS)
Asthma
Lung & sinus cancer
Heart disease
Stroke
Death.

3. ACUTE; LETHAL EFFECTS OF SMOKING

Acute asthma attack & collapse