

Yuan Ze University Tobacco Hazard Prevention and Control Measures

Adopted at the 2nd Executive Council of the 1999 academic year on September 20, 1999.

Adopted by the 21st Executive Council of the 96th school year on June 30, 2008.

Adopted as amended by the 8th Executive Council for the 2008 school year on January 5, 2009.

Adopted by the 14th Executive Council of the 2022 school year on February 22, 2023.

Amended and adopted at the 21st Executive Council of the 2022 school year on June 7, 2023.

Article 1 To enhance the prevention and control of tobacco-related harm within the university and to safeguard the health of faculty and students, the "Measures for the Prevention and Control of Tobacco Hazards at Yuan Ze University" (referred to as the "Measures") are hereby established.

Article 2 In accordance with the revisions to the Tobacco Hazard Prevention Law, the university enforces a complete tobacco ban, increases the legal smoking age to 20 years, and delineates other relevant norms and associated responsibilities of the university. The contracts with partner manufacturers of the university must explicitly state their commitment to comply with the "Tobacco Hazard Control Act." Those entering the university premises from external sources must also adhere to the provisions of the Tobacco Hazard Control Act.

Article 3 The university strictly prohibits the sale, supply, or promotion of tobacco products, including heated cigarettes and e-cigarettes, on its premises.

Article 4 Regulations on non-smoking places in schools:

Smoking (including heated cigarettes and e-cigarettes) is prohibited in indoor and outdoor places on campus, and obvious non-smoking signs are set up at the school gate and all entrances and exits of each building to implement the comprehensive non-smoking norms on campus.

Article 5 The joint efforts to enforce the campus smoking ban involve the delegation of responsibilities and rights as follows:

1. Health Education and Advocacy: Handled by administrative units, including the Health and Security Group, Personnel Office, Environmental Safety and Health Center, Extracurricular Activities Group, Global Office, and other administrative and teaching units.
2. Environment Creation: This responsibility falls on the General Affairs Office, Student Affairs Office, and the Environmental Safety and Health Center.
3. Anti-Smoking Education and Counseling: Managed by units such as the Health Care Group, Student Support Group, Counseling Group, and involves personnel like tutors and nurses.
4. Campus Inspections: The responsibility of conducting campus inspections is entrusted to units such as the Security Team, School Security Center, Student Auxiliary Group, and Dormitory Group, among others.
5. Tobacco Hazard Notification Center: Ensuring notifications regarding tobacco hazards are addressed is the responsibility of units including the Environmental Safety and Health Center, School Safety Center, Student Auxiliary Group, Health Protection Group, Guard Team, Dormitory Group, and other related units.
6. Punishment of Violators: This responsibility falls on units like the Personnel Office, Student Auxiliary Group, Dormitory Group, General Affairs Office, and other relevant units.
7. Course Teaching: Handled by units such as the Academic Affairs Office, General Education Department, and Student Affairs Office.

Article 6 Individuals in charge of units, locations, or university staff and students are responsible for discouraging individuals who smoke in non-smoking areas on campus.

Article 7 The Personnel Office and the Student Affairs Office are responsible for conducting tobacco hazard prevention education and awareness campaigns for both faculty and students. They will also provide smoking cessation counseling services.

Article 8 Violations of these measures within the university will be addressed as follows:

1. The reporting party must provide evidence and complete the "Yuan Ze University Violation Report Form for Tobacco Hazard Prevention and Control Measures" (as an attached document). This form should be submitted to the Environmental Safety and Health Center, which will then assign the case to the relevant administrative unit (Personnel Office, Academic Affairs Office, Student Affairs Office) for assistance in identifying the involved personnel.
2. In alignment with the university's educational objectives, smoking cessation counseling and support, as well as smoking cessation resources, will be offered to help students adopt smoke-free and healthy behaviors.
3. If a student is found violating the regulations and continues to smoke, they will be referred to the Student Evaluation Committee for compulsory smoking cessation education. Should the student persist in smoking in violation of the rules or refuse to cooperate with smoking cessation education or counseling, they will be reported to the Health Bureau for legal action. For other individuals who do not cooperate after being discouraged, the Health Bureau will be notified to impose fines in accordance with the law.

Article 9 These measures will come into effect upon approval by the Executive Council and will apply to future amendments.

Attachment: Yuan Ze University's Campus Smoking Ban - A Collaborative Approach to Tobacco Hazard Prevention and Control: Division of Responsibilities and Rights

No.	Working Item	Division of Work	Description
1	Health education and advocacy	Administrative units such as Security Group, Personnel Office, Environmental Security Center, Extra-curricular Activities Group, Global Office, General Affairs Office and Teaching Units	For various types of personnel, different aspects are handled, such as the personnel Office to provide staff advocacy materials, the Global Office to use relevant channels to promote norms to overseas students, and to assist department tutors to transfer their students.
2	Environment construction	General Affairs Office, Student Affairs Office, Environmental Safety and Health Center	Plan to remove smoking areas and set up non-smoking signs at school entrances.
3	Smoking cessation education counseling	Health care unit, health support unit, Advisory unit and other units as well as mentors, nurses and other staff	Handle smoking cessation counseling, offer multiple smoking cessation courses, provide or refer resources to medical institutions and health units.
4	Campus inspection	School safety Center, health support group, residential service group, etc	Conduct campus patrol, dissuade and correct illegal smokers.
5	Smoke warning window	Environmental safety and health center, school safety center, health support group, health care group, guard, nursing service group and other units	Provide channels for teachers and students to report smoke hazards and deal with violations immediately.
6	Punishment of violators	Personnel Office, health support Group, residential service group, General Affairs Office and other units	For illegal smoking, according to their status and the corresponding regulations of the school.
7	Course teaching	Academic Affairs Office, General Education Department, Academic Affairs Office and other units	Integrate the topics such as campus smoking ban, the harm of tobacco products and smoking cessation into the teaching of professional or general courses; For students' off-campus practice

			units, promote the smoking age to be raised to 20 years old and avoid cigarette passing.
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The English translation is for reference only. In case of any discrepancy between Chinese version and English version, the Chinese version shall prevail.