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## **UCLA Policy 810: Tobacco-Free Environment**

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Issuing Officer: Administrative Vice Chancellor  
Responsible Department: Environment, Health & Safety  
Effective Date: April 22, 2013  
Supersedes: UCLA Policy 810 - Smoke-Free Environment, dated  
9/21/2009

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### **I. REFERENCES**

### **II. BACKGROUND AND PURPOSE**

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### **V. RESPONSIBILITIES**

#### **I. REFERENCES**

1. President's letter to Chancellors, et al., dated January 9, 2012;
2. California Government Code, Division 7, Chapter 32; and § 7596-7598;
3. University of California Policy on Sustainable Practices, March 22, 2007;
4. UCLA Health System Smoke-Free Environment Policy, HS 8002, November 30, 2011.

#### **II. BACKGROUND AND PURPOSE**

In January, 2012, citing healthcare and environmental considerations, UC President Yudof asked that each UC Chancellor implement a smoke-free policy on their campus within 24 months, that is, by January 2014. The President set out the key elements expected to be present in any such campus policy to maintain a smoke-free environment: that smoking, the use of smokeless tobacco products, and the use of unregulated nicotine products (e.g., "e-cigarettes") be strictly prohibited in indoor and outdoor spaces, including parking lots, private residential space, and the Medical Center campuses; that the policy apply to all UC facilities, whether owned or leased; and that the sale or advertising of tobacco products be prohibited in University Owned or occupied buildings.

The Environmental Protection Agency (EPA) classified environmental tobacco smoke as a carcinogen in 1993, and the Surgeon General of the United States has determined that cigarette smoking is the leading preventable cause of illness and premature death in the United States. Numerous studies have found that breathing secondhand smoke is a cause of disease in healthy nonsmokers, including heart disease, stroke, respiratory disease, and lung cancer.

Since 1994, California law applicable to the University has required that state buildings and state vehicles provide and maintain a smoke-free environment. In 2004, the law was amended to extend the no-smoking zone to 20 feet away from the perimeter of buildings and campus policy was modified accordingly. In 2009, the policy was again modified to increase the no smoking zone to 25 feet from building entrances to achieve LEED Green Building Certification on major construction projects, a requirement of the UC Policy on Sustainable Practices. In November 2011, UCLA Health System and UCLA Health Sciences went smoke-free. The change to a tobacco-free environment for the entire campus is consistent with UCLA's commitment to maintaining a safe and healthy environment for students, staff, faculty, volunteers and visitors. The UCLA Tobacco Free Steering Committee planned and coordinated the campus effort to formulate and implement the UCLA Tobacco-Free Environment Policy. See the UCLA Tobacco Free Steering Committee website at [www.tobaccofree.ucla.edu](http://www.tobaccofree.ucla.edu) for additional information. This Policy sets forth

the responsibilities of the members of the campus community in establishing and maintaining a tobacco-free campus environment.

### III. DEFINITIONS

For the purposes of this Policy, the following definitions shall apply:

**Tobacco Product** means any form of tobacco, including but not limited to cigarettes, cigars, pipes, water pipes (hookah), smokeless tobacco products and unregulated nicotine products (e.g., “e-cigarettes”).

**Tobacco Use** means the act of using any Tobacco Product, including smoking, chewing, spitting, inhaling, ingesting, burning, or carrying any lighted or heated Tobacco Product.

**UCLA Owned or Leased Property** means a) all University property operated as part of the UCLA Campus, including campus buildings, private residential facilities, structures and facilities, parking structures and surface lots, and grounds areas; and b) all off-campus University owned or leased property or facilities operated by UCLA staff or faculty in support of UCLA administrative, teaching, research, medical care or other public service functions or private residential facilities for UCLA students, faculty and staff.

### IV. POLICY STATEMENT

Except as provided below, Tobacco Use is not permitted on any University Owned or Leased Property, including any portions of such Property that may have been previously designated smoking areas. The sale, advertising, promotion, or distribution of Tobacco Products is also prohibited on all University Owned or Leased Property.

Exceptions to the Tobacco-Free Environment Policy may be granted for the following reasons:

1. Tobacco Use may be permitted as required in connection with research approved by the UCLA Institutional Review Board.
2. Tobacco Use may be permitted for ceremonial use at the UCLA campus and other UCLA Owned or Leased Property with prior approval of the sponsoring department, the UCLA Events Office and the Fire Marshal’s Office.

### V. RESPONSIBILITIES

1. Each member of the UCLA community, including, students, faculty, staff, and volunteers, is responsible for observing and adhering to the Tobacco-Free Environment Policy.
2. Vice Chancellors, Deans, and Department Heads have the responsibility to ensure that students, faculty, staff and visitors within their area are informed of the Policy; this includes:
  - a) Ensuring that the Policy is prominently posted and noted in handbooks, websites, catalogs, and in student, staff, and faculty recruitment materials within their area of responsibility;
  - b) Promulgating the Policy to all employees and students within their respective areas, including incorporating the Policy in appropriate student or employee recruitment or orientation programs; and
  - c) Ensuring that visitors who may attend programs or events, or are retained to stage events sponsored by the department, are notified of the Tobacco-Free Environment Policy and UCLA's requirement that all such visitors comply with the Policy.

3. Managers, supervisors and administrative officers are encouraged to answer questions and concerns by their employees and constituents regarding this Policy. Concerns related to application of this Policy should be forwarded to the responsible department head for coordination with the office of the Administrative Vice Chancellor or Office of Environment, Health and Safety.
4. Compliance with this Policy is grounded in informing and educating members of the University community and visitors about the Policy and encouraging those who use Tobacco Products to seek treatment for tobacco dependence. In order to maintain a tobacco-free environment, notifying others about the Policy will be an ongoing effort to enhance awareness of and foster compliance with this Policy. The Tobacco Free Steering Committee is responsible for providing information and answering questions regarding smoking cessation resources. See the UCLA Tobacco Free Steering Committee web site at [www.tobaccofree.ucla.edu](http://www.tobaccofree.ucla.edu) for more information.

**Issuing Officer**

**/s/ Jack Powazek**

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**Administrative Vice Chancellor**

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**Questions concerning this policy or procedure should be referred to  
the Responsible Department identified at the top of this document.**

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