



<b>The Hashemite University (HU)</b>	
<b>Policy Management System</b>	
<b>Smoke-Free Policy</b>	
<b>Policy Code:</b>	HU0301
<b>Policy Name:</b>	Smoke-Free Policy
<b>Handler:</b>	The Hashemite University President
<b>Issuing Authority :</b>	Faculty of Nursing and the Deanship of Students' Affairs
<b>Approved by:</b>	The Dean's Council based on the 2022 Sustainable Development Framework (Ref. 16/13/10/2202761)
<b>Revision cycle:</b>	(5-7) years

## **Background and Justification**

Hashemite University recognizes the importance of providing a safe and healthy environment for its community. In alignment with Sustainable Development Goal 3 (SDG 3) and our commitment to promoting good health and well-being, we establish this smoke-free policy. This policy aims to create a smoke-free campus that promotes the well-being of all individuals and reduces the harmful effects of smoking, in compliance with the "Law of Protecting Public Health from the Harms of Smoking" (No. 64 of Year 1977)<sup>1</sup>.

## **Scope and Purpose**

### ***Scope:***

This policy applies to all University visitors, patients, students, and employees, including faculty, staff, and student employees. It is the responsibility of every member of the University community to conduct themselves in compliance with this policy.

### ***Purpose:***

The primary objective of this policy is to:

- a) Create a completely smoke-free campus, including all indoor and outdoor areas within the university grounds, as mandated by the "Law of Protecting Public Health from the Harms of Smoking."
- b) Protect the health of all members of the university community, including students, faculty, staff, and visitors, by reducing exposure to secondhand smoke and promoting a healthier lifestyle, in accordance with the provisions of the law.

## **Principles of the Policy**

### **1. Smoke-Free Campus:**

- a) Hashemite University is designated as a completely smoke-free campus. Smoking is prohibited in all university buildings, facilities, and outdoor areas, including open spaces, courtyards, and parking lots.

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<sup>1</sup>[http://www.hia.gov.jo/ebv4.0/root\\_storage/ar/eb\\_list\\_page/%D9%86%D8%B8%D8%A7%D9%85\\_%D8%A7%D9%84%D9%88%D9%82%D8%A7%D9%8A%D8%A9\\_%D9%85%D9%86\\_%D8%A7%D9%84%D8%AA%D8%AF%D8%AE%D9%8A%D9%86.pdf](http://www.hia.gov.jo/ebv4.0/root_storage/ar/eb_list_page/%D9%86%D8%B8%D8%A7%D9%85_%D8%A7%D9%84%D9%88%D9%82%D8%A7%D9%8A%D8%A9_%D9%85%D9%86_%D8%A7%D9%84%D8%AA%D8%AF%D8%AE%D9%8A%D9%86.pdf)

b) Smoking is also prohibited in all university vehicles, both those owned by the university and privately owned vehicles on university property.

**2. Tobacco and Electronic Cigarettes:**

The use of all forms of tobacco products, including cigarettes, cigars, pipes, smokeless tobacco, and electronic cigarettes (e-cigarettes or vaping devices), is strictly prohibited within the university premises.

**3. Designated Smoking Areas:**

a) Hashemite University will establish designated smoking areas at appropriate distances from university buildings and high-traffic areas for the convenience of those who wish to smoke, in compliance with the law.

b) These designated areas will be clearly marked and provided with proper receptacles for the disposal of cigarette butts and related waste, as required by the "Law of Protecting Public Health from the Harms of Smoking."

**4. Awareness and Education:**

a) The university will actively promote awareness and education on the risks of smoking and the benefits of a smoke-free environment, as per the provisions of the law.

b) Educational resources and support for smoking cessation will be made available to members of the university community who wish to quit smoking, in line with the law's requirements.

**Responsibilities**

It is the responsibility of all members of the university community to adhere to this smoke-free policy. University security personnel and designated individuals will enforce the policy and address violations in a respectful and constructive manner.

**Procedures for Handling Policy Violations**

**5. Reporting Violations:**

Any member of the university community or visitor who observes a policy violation should report it to the designated authority or security personnel.

**6. Enforcement Personnel:**

University security personnel and designated individuals, including campus monitors or specific staff members, will be responsible for enforcing the policy.

**7. Initial Response:**

When a violation is reported, enforcement personnel should approach the individual in violation in a respectful and non-confrontational manner.

They should inform the violator about the smoke-free policy, the specific location where smoking is prohibited, and provide a copy of the policy if necessary.

**8. Request Compliance:**

The personnel should request that the individual immediately cease smoking and extinguish any smoking materials, such as cigarettes or e-cigarettes.

**9. Provide Information:**

If the individual appears unaware of the policy, personnel should explain the rationale behind the smoke-free policy, the health benefits, and the legal requirement.

**10. Designated Smoking Areas:**

If the violation occurs in a location without designated smoking areas, personnel can direct the individual to the nearest designated smoking area (if available) to continue smoking legally.

**11. Document Violations:**

Enforcement personnel should document the incident, including the date, time, location, and the individual's details, if possible.

**12. Educational Approach:**

In cases where the violation appears to be unintentional or due to lack of awareness, personnel may focus on educating the individual about the policy, rather than punitive measures.

**13. Warning:**

A first-time violator may receive a verbal warning and be reminded of the smoke-free policy. They should also be informed that repeated violations could result in further consequences.

**14. Repeat Offenses:**

For repeat offenses by the same individual, the enforcement personnel can escalate the response, which may include written warnings, meetings with university officials, or referral to cessation resources.

**15. Referral to Cessation Resources:**

If an individual expresses a desire to quit smoking, the university can provide information on available cessation resources and support.

**16. Document Violations and Actions Taken:**

Keep a record of all violations and actions taken, including warnings, referrals, or educational efforts.

**17. Consistent Enforcement:**

Ensure that enforcement of the policy is consistent and applies to all members of the university community and visitors.

**Review and Updates:**

Regularly reviewing and updating the procedures for handling policy violations is essential to ensure their effectiveness and alignment with the smoke-free policy's goals and objectives, as well as with the university's commitment to SDG 3 and the health and well-being of the community. Additionally, the smoke-free policy itself will undergo periodic reviews to maintain its effectiveness and continue to align with the university's overarching goals of promoting a healthy and safe environment for its community in accordance with Sustainable Development Goal 3.