
SUSTAINABLE
DEVELOPMENT
GOALS


3
GOOD HEALTH
AND WELL-BEING

Policy For Smoke-Free And Tobacco-Free

Policy Created On	07/01/2022	**Approved by**
Revision 1:	29/01/2024	
Responsible Units	Tobacco Control and Monitoring Committee (TCMC); Security and Hostel Wardens; Campus Health Services (Medical Officer/Counsellor); Dean/Principal and Departments.	**REGISTRAR**
SDG Alignment	SDG 3 Targets 3.a and 3.4	

Registrar
Chaitanya (Deemed to be University)
Himayathnagar Village, Moinabad (M)
Ranga Reddy District, Hyderabad

Chaitanya (Deemed to be University)
Himayathnagar(V)
Moinabad (M)
Rangareddy (D)
Hyderabad

SMOKE-FREE AND TOBACCO-FREE POLICY

1. Preface

Chaitanya Deemed to be University is committed to maintaining a healthy, safe, and sustainable environment for learning, teaching, research, and work. The University recognizes its responsibility to protect students, faculty members, employees, visitors, and other stakeholders from the harmful effects of tobacco use and exposure to second-hand smoke. Accordingly, and with reference to the Cigarettes and Other Tobacco Products Act, 2003 (COTPA), the COTPA (Amendment) Act, 2023, and the World Health Organization Framework Convention on Tobacco Control (WHO FCTC), the University hereby establishes this Smoke-Free and Tobacco-Free Policy to promote and sustain a tobacco-free campus environment.

2. Purpose and Objectives

The objectives of this Policy are to:

- Safeguard the health and well-being of the University community by preventing exposure to tobacco smoke and aerosol emissions.
- Prohibit the use, sale, distribution, and promotion of tobacco-and nicotine-based products on university premises.
- Encourage tobacco cessation by facilitating access to counselling, awareness initiatives, and wellness programmes.
- Ensure compliance with applicable national legislation and the University's institutional tobacco-control requirements.

3. Scope

This Policy shall apply to:

- The University campus including academic and administrative buildings, residential facilities, hostels, outdoor areas, cafeterias, sports facilities, and vehicles owned, operated, or leased by the University.
- All students, faculty members, employees, visitors, contractors, service providers, vendors, and any other persons present in the University premises.
- All events, programmes, and activities organised, sponsored, or conducted by the University, whether on or off campus.

4. Policy Statement

4.1 Prohibition of Smoking and Tobacco Use

Smoking, use, possession, or consumption of tobacco or nicotine products is strictly prohibited throughout all University premises and within100metres of the campus boundary. Prohibited products include, but are not limited to, cigarettes, bidis, cigars, hookahs, chewing tobacco, gutka, snuff, khaini, and other similar products.

4.2 Electronic and Heated Tobacco Devices

The use or possession of e-cigarettes, vapes, heated tobacco products, and other electronic nicotine-delivery systems (ENDS) is prohibited throughout all University premises.

4.3 Sale, Distribution, and Promotion

The sale, supply, distribution, advertising, or sponsorship of tobacco- or nicotine-related products is strictly prohibited on university premises and within the surrounding restricted area. Vendors operating within 100 meters of the campus shall comply with all applicable tobacco-control laws and regulations.

4.4 Awareness, Education, and Cessation Support

The University shall conduct regular awareness and educational programmes, observe World No Tobacco Day, and facilitate counseling and tobacco-cessation support for individuals seeking to quit tobacco use. Appropriate educational materials and signboards shall be prominently displayed in English and the local language at suitable locations across the campuses.

5 Implementation and Enforcement

Every member of the University community is responsible for understanding and complying with this Policy. Any violation shall be dealt with in accordance with the University's applicable disciplinary procedures and relevant laws. Persons

found using, possessing, selling, distributing, or promoting tobacco or nicotine products in prohibited areas may be liable for the penalties specified in Section 9. Security personnel, hostel wardens, and other officers designated by the University are authorized to monitor compliance, report violations, and support the enforcement of this Policy.

6 Tobacco Control and Monitoring Committee (TCMC)

The University shall constitute and maintain a Tobacco Control and Monitoring Committee (TCMC) to supervise, coordinate, and periodically assess the implementation of this Policy. The Committee shall comprise the following members:

- Chairperson–Head of the Institution
- Dean/Principal
- Administrative Officer
- Faculty Representatives
- Student Representative
- Medical Officer/Counsellor

The Committee shall oversee policy compliance, coordinate awareness and educational initiatives, facilitate cessation-support activities, and review the implementation of this Policy annually. It shall also recommend appropriate measures for strengthening tobacco-control practices across the University.

7 Dissemination of the Policy

This Policy shall be incorporated into the Student Handbook and the Employee Code of Conduct and made available on the University's official website. Copies shall be circulated to all departments and displayed on notice boards and at prominent locations, including hostels, libraries, cafeterias, and other common areas, to ensure that the University community and visitors are adequately informed.

8 Transition and Support

A transition period of 60 days shall be provided to communicate the requirements of this Policy to all relevant stakeholders and to facilitate access to cessation

support through the University's campus health services. Full enforcement shall commence upon completion of this transition period.

9 Penalties for Violation

Any individual found violating this Policy may be subject to one or more of the following measures, as applicable:

- A fine of up to ₹2,000; and/or
- Institutional disciplinary measures, which may include a formal warning, counselling, or suspension, in accordance with the University's applicable rules and procedures.

Vendors and other external persons found violating applicable tobacco-control requirements shall be reported to the relevant local authorities, as appropriate and in accordance with applicable law.

10 Review and Amendment

This Policy shall be reviewed once every three years, or earlier where required, to ensure its continued relevance and alignment with amendments to applicable legislation, regulatory requirements, and prevailing public-health priorities. Any revisions shall be approved by the competent University authority and communicated to all relevant stakeholders.

Chaitanya (Deemed to be University) Himayathnagar(V) Moinabad (M) Rangareddy (D) Hyderabad

REGISTRAR

Registrar
Chaitanya (Deemed to be University)
6-100/5, Himayathnagar Village, Moinabad (M)
Ranga Reddy District, Hyderabad

Implementation at Campus Locations

Tobacco-free signage has been installed at the locations below. Each location has an assigned responsible person and specific actions. The photographs document the current signage.

Campus Entrance

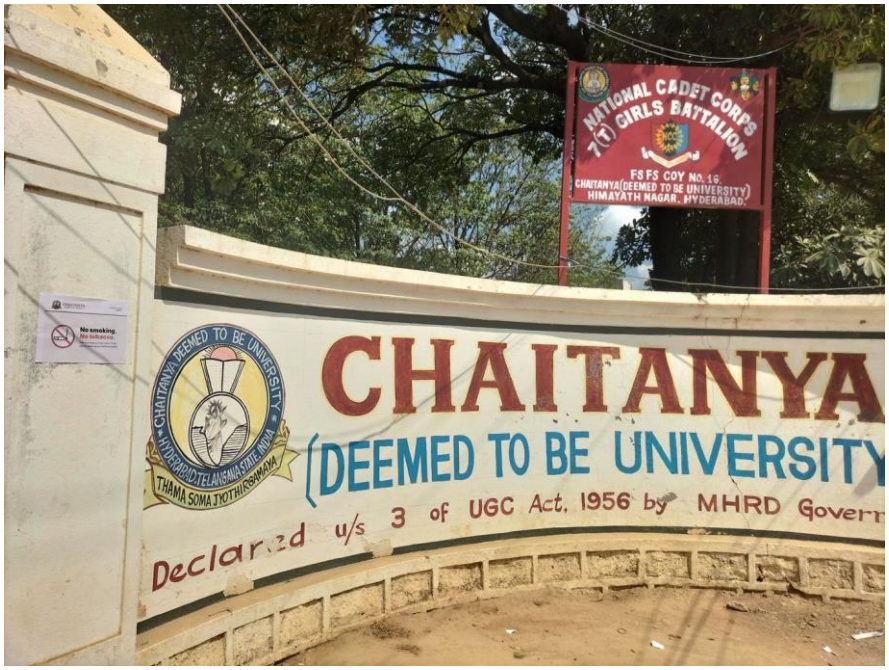


Figure 1. Tobacco-free notice at the main gate beside the university name board

Responsible: Security Officer and TCMC member in charge of gates

- Display the "No smoking. No tobacco." notice and the "Tobacco-free educational institution" board at every gate, in English, Telugu and Hindi.
- Security staff politely remind entrants that tobacco must not be brought into the campus, and report repeated cases to the TCMC.
- Display a "No tobacco sale within 100 yards" notice facing the road, and check the area outside the gate once a month.

Document detail	Particulars
Policy title	Smoke-Free and Tobacco-Free Campus Policy (SDG 3 Implementation)
Applicable to	All students, faculty, staff, hostel residents, contractors, vendors, visitors and guests
Applicable at	All buildings , administration, sports grounds, hostels, sports areas, canteen, parking areas and campus entrances
Implementing body	Tobacco Control and Monitoring Committee (TCMC)
Effective date	17th July 2025
Approved by	Registrar

Administration Block and Admissions Office



Figure 2. "Tobacco-Free Campus" notice next to the Admissions Office (Room 01)

Responsible: Administrative Officer

- Share the policy with every new applicant, student and parent during admission, and include it in the admission handbook and joining forms.

- Obtain a signed acknowledgement from every new student and staff member.
- Keep the complaint register and the policy copy at the front desk.

Parking Area



Figure 3. "Clean air. Clear minds." notice at the two-wheeler parking area

Responsible: Security Officer

- Treat parking areas, vehicles on campus and the boundary walls as part of the smoke-free campus; smoking in or beside vehicles is not allowed.
- Replace paper notices on exposed walls with larger, weather-resistant (laminated or printed) boards, and keep them clear of dirt and stains.
- Security rounds must cover parking at peak hours and check for butts and discarded packets.

Canteen



Figure 4. "No smoking. No tobacco." notice at the canteen counter

- The canteen and any shop on campus must not stock, sell or allow the use of tobacco products; this is a condition of the contract.
- Staff and vendors are covered by the policy, and breaches can lead to termination of the contract.
- Canteen staff may politely ask users to stop, and report refusal to the TCMC.

Hostels



Figure 5. "No tobacco. In any form." notice at a hostel corridor listing cigarettes and beedis, chewing tobacco and gutka, e-cigarettes and vapes, and sale near the campus

Responsible: Chief Warden and Hostel Wardens

- Every hostel block must display the notice at each floor entrance, and residents must sign the policy at check-in.
- Wardens conduct regular, respectful room and corridor checks, with the dignity and privacy of residents protected.
- Tobacco products found must be handed to the warden; repeat cases are referred to the TCMC for counselling.
- Hostel residents who want to quit can approach the warden for referral to the TCMC.

Sports Area and Grounds



Figure 6. "Tobacco-Free Campus" notice at the basketball court

Responsible: Department of Physical Education and Sports Coordinator

- Courts, stands, grounds, gyms and pavilions are tobacco-free for players, coaches, officials and spectators during practice and tournaments.
- Include a tobacco-free announcement in all sports events, and prohibit tobacco-related sponsorship.
- Coaches act as role models; physical education staff promote sport as a healthy substitute for tobacco.

Notice Boards and Department Areas



Figure 7. "Clean air. Clear minds." poster on the departmental notice board

Responsible: Heads of Departments and Notice Board Coordinators

- Keep the poster visible at the notice board of every department and block, and replace damaged or faded copies promptly.
- Display the TCMC contact and the Quit Support poster (Section 10) beside it.
- Departments help run awareness activities during the academic year.

Support for Quitting

This policy is meant to help people, not only to punish them. Anyone who uses tobacco can ask for help at any time, with full confidentiality and without any disciplinary action for seeking help.



Figure 8. Quit Support poster: "Ready to quit? We'll help."

IQAC Committee:

Sl. No.	Name	Role	Signature
1	Prof. T. Murali Krishna	IQAC Coordinator	
2	Dr. K. V. N. S. Pavan Kumar, EEE	Member	
3	Dr. J. Kumara Swamy, Chemistry	Member	
4	Dr. M. Raju, Biochemistry	Member	
5	Dr. M. Srinivasa Rao, Pharmacy	Member	
6	Mr. K. Praveen Kumar, Computer Science	Member	
7	Dr. R. Praveen Kumar, CSE	Member	
8	Mr. M. Naveen Kumar, Civil Engineering	Member	
9	Mr. B. Rajeshwar, ECE	Member	
10	Dr. P. Omkar, Agriculture	Member	
11	Mr. V. Deepak Kumar, Commerce & Business Management	Member	
12	Dr. A. Naveen, Physics & Electronics	Member	
13	Mr. B. Yasu, Mathematics & Statistics	Member	
14	Mr. B. Shivaprasad, Forensic Science	Member	
15	Mr. R. Sridevi, Mechanical Engineering	Member	

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