



**GOVERNMENT OF WEST BENGAL**  
**Office of the District Magistrate**  
 General Development, Health Section, Jalpaiguri

Email: admdev2012@gmail.com/ ochealthjal@gmail.com - Phone:03561-231101

**Memo:** 334/Health/DM. Jal.

**Date:** 29/10/18

To,  
 The District Inspector of School,  
 Secondary Education,  
 Jalpaiguri.

**Sub: Taking measures for ensuring Tobacco Free Environment in School & Submission of Report**

**Ref:** Memo No. 1004-SE/S/10M-60/17 Dt. 14.11.2017 of Principal Secretary to the Govt. of West Bengal,  
 School Education Department. &  
 Memo. No: 89-Sc/Apt 4A/159P/2017 Dt. 16.01.2018 issued by Commissioner, School Education, W.B

With reference to above letter, you are hereby requested to take appropriate & suitable measures and follow up action for implementing the Tobacco Free Environment in all secondary school premises, so that the Cigarette & Other Tobacco Product Act,2003(COTPA) is being followed properly in and around all Jr. High, Secondary & Higher Secondary School of Jalpaiguri district.

In this connection you are requested to submit a compliance report to the undersigned office in the prescribe format are as follows:

Sl. No	Name of School	Whether any signage of 'No Smoking Area' displayed at corridor, stair/lift etc.	Whether any signage of 'Tobacco Free Educational Institution' displayed at main gate & boundary wall	Whether any person uses tobacco in the school	Whether cigarette or tobacco is sold within 100 yard of school	Any action taken by school ( If column no. 5 or 6 reported Yes)	Whether random checking is conducted by the Head of Institution
1	2	3	4	5	6	7	8

You are requested to take necessary steps in this regards.

*H. S. S. 26.10.2018*  
 Addl. District Magistrate (Dev.)  
 Jalpaiguri

**Memo:** 334/1(33)/Health/DM. Jal  
Copy forwarded for information & necessary action to:

**Date:** 29/10/18

1. District Magistrate, Jalpaiguri
2. The Superintendent of Police, Jalpaiguri
3. The Chief Medical Officer of Health, Jalpaiguri
- 4-10. The Dy.CMOH-I/II/III/ZLO/DMCHO/DTO/DPHNO
11. The District Programme Officer (SSM), Jalpaiguri
12. The Dy. Superintendent of Police (DEB), Jalpaiguri
13. The OC (Health), District Administration, Jalpaiguri
- 14- 16. The Chairman, Jalapiguri/Dhupguri/Mal Municipality, Jalpaiguri
- 17-23. The BDO, All Block, Jalapiguri
- 24-32. The I.C/O.C, All Police Station, Jalpaiguri
33. Office Copy

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