



GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE, DARJEELING
DISTRICT PLANNING SECTION

e-mail : dplodarjeeling@yahoo.in

Tel & Fax : 0354-2254054

No. 502 /Plan

Dated : 30.08.2016

To: Executive Director,
MANT.
Kolkata.

Sub: Declaring Public Places under the area of the Darjeeling District Administration "Smoke-Free"

The Cigarette and Other Tobacco Products (Prohibition of Advertisement and regulation of Trade and Commerce, Production, Supply and Distribution) Act 2003 was enacted in May 2003 essentially to discourage the consumption of cigarettes and other tobacco products and to protect youth and the general population from the harmful effects of tobacco use. This act is applicable to the entire country.

Section 4 of COTPA prohibits smoking in public places. Public places as defined under COTPA are by law to comply with the provisions of Section 4 of COTPA.

It is commonly seen that tobacco products are being sold and consumed in public places in the District. This is against the law and good health of the people.

The Darjeeling District Administration is committed to strict implementation of tobacco control legislation in the district and declaring all public places/offices smoke-free is one of the major steps in this direction. In order to ensure smoke-free public places/offices, the following steps may be taken/ensured at your level :-

1. Display of "No Smoking Area" signage prominently at the main entrance and at every other entrance, floors and other conspicuous places within the public place/office.
2. Signage must be in English or Bengali/Nepali.
3. Display the name of the person below the signage to whom a complaint may be made.
(Specifications of signage is given in the annexure.)

4. Ensure that no smoking aids like ashtrays or lighters are present in the public place/office.
5. Ensure that nobody (faculties, staff, patients and visitors) use any form of tobacco (smoking and smokeless) in the whole place/office including canteens.
6. Ensure that no tobacco products are being sold or offered in the whole campus including canteens.
7. Ensure random checking at the probable points of violation especially during peak hours.

It is further added that under the law (copies attached for references), the head of institution or designated officer is authorized to impose a fine amounting to Rs.200/- on a person who uses tobacco products in public places including their canteens.

It is essential that all necessary steps are taken to implement Section 4 of COTPA. Ensure display of specified signage under COTPA, even if you don't come across any visible violation in the public place. Eliminating violations, complying with the law and making public places "Smoke Free" is the specific responsibility of a head/in-charge.

Status of the action taken may kindly be shared with district authorities who would be happy to extend any technical support which you may need.

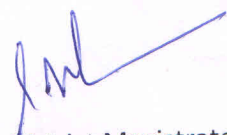

District Magistrate,
Darjeeling.

Dated: 30.08.2016

No. 502 /Plan


Copy to :-

1. State Tobacco Control Cell (West Bengal).
2. The CMOH, Darjeeling.
3. The District Nodal Officer, Tobacco Control, Darjeeling.
4. Executive Director, MANT, 17, Canal South Road, North Purbachal, Kolkata – 700078, for follow up.



District Magistrate,
Darjeeling.

COTPA 2003 Signage Specifications For Section 4

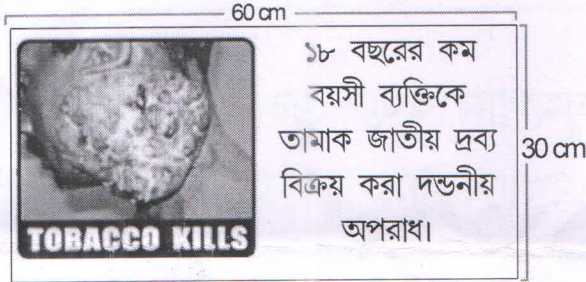


60 cm	
	ধূমপান মুক্ত এলাকা এখানে ধূমপান করা আইনত দণ্ডনীয় অপরাধ অমান্য করলে ২০০ টাকা জরিমানা।
30 cm	
এখানে কেউ ধূমপান করলে নিম্নলিখিত ব্যক্তির কাছে অভিযোগ করুন শ্রী/শ্রীমতি ----- পদ ----- দূরভাষ নং -----	
15 cm	

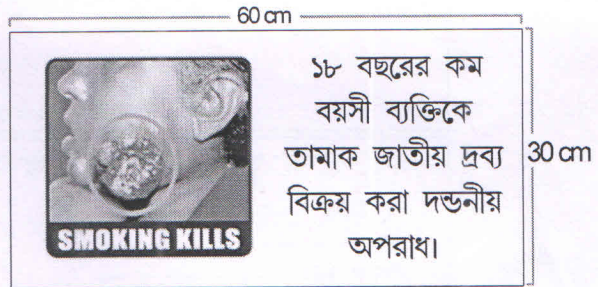


60 cm	
	No Smoking Area Smoking here is an offence The violators can be challaned with fine of Rs. 200/-
30 cm	
In case someone smokes here, please report to following Authority Name: Designation: Contact No:	
15 cm	

Warn tobacco sellers, vendors and industry that sale to and by minors is prohibited (Section 6 a)

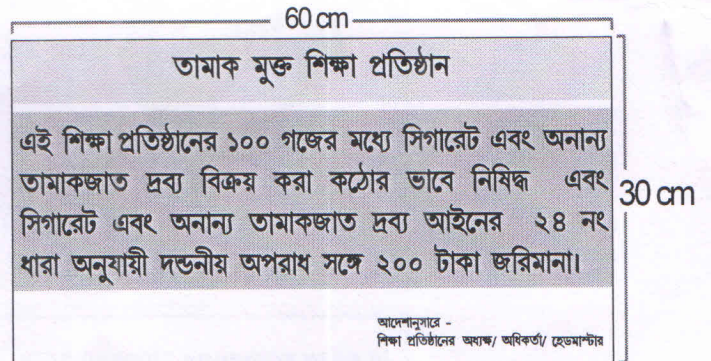
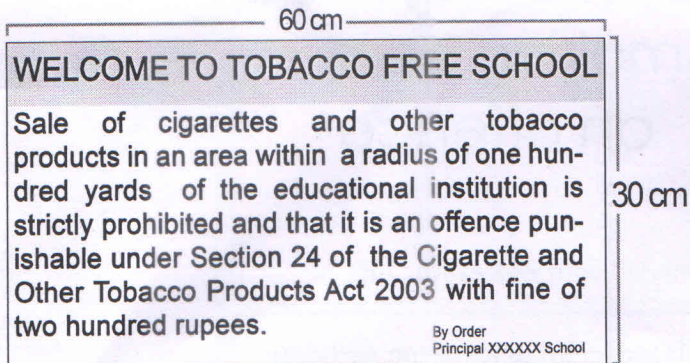


Option 1



Option 2

COTPA 2003 Signage Specifications For Section 6b



Courtesy:

