

Government of West Bengal
Office of the District Magistrate, Bankura
General Department

Memo No. 964/G

Date: 18/05/2015

To

Subject: Implementing Tobacco free school policy under COTPA 2003

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 and Section 6 of COTPA protects the minors and youths from tobacco by regulating and restricting the tobacco business. All educational institutions as defined under COTPA abide by the law to comply with the provisions of Section 4 and Section 6 of COTPA.

In order to ensure the compliance to the law, the following things must be ensured at an institutional level.

1. Display of "No Smoking Area" signage at prominent places in the institution campus.
(annexure 1)
2. Display of another signage "Tobacco free educational Institution" at main gate/outer boundary informing prohibition of sale of tobacco products within 100 yards distance.
(annexure 2)
3. Ensure that nobody (faculties, staff, students, patients and visitors) use any form of tobacco (smoking and smokeless) in the whole institution campus including canteens and hostels.
4. Ensure that no tobacco products are being sold or offered in the whole campus including at the canteen, hostel mess and within 100 yards of the outer boundary/main gate of the institution.

5. Ensure random checking at the probable points of violation especially during the peak hours.

It is further added that under the law (*copies attached for references*)

- 1) The head of institution or designated officer is authorised to impose fine on a person amounting to Rs. 200/- who used tobacco products in the institute's campus including the canteen.
- 2) The head of institution or designated officer is authorised to impose fine on tobacco vendors Rs. 200/- who sell tobacco products within 100 yards of the institute's main gate/boundary.

It is essential that all necessary steps are taken to implement Section 4 and Section 6 of COTPA. Ensure that the display of specified signage under COTPA is must, even if you don't come across any visible violation in the campus. Eliminating the violations, complying with the law and making an institute- a **"Tobacco free educational institute"** is a specific responsibility of a head/in-charge of institution.

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


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Bankura

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Copy to:

1. State Tobacco Control Cell (West Bengal) for information and providing technical support to institutions
2. The ADM (ZP), Bankura
3. The CMOH, Bankura
4. The District Nodal Officer- Tobacco Control- Bankura
5. Executive Director, MANT, 17, Canal South Road, North Purbachal, Kolkata- 700078, for further follow-up and facilitation
6. Guard file


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