

**Government of West Bengal
Office of the District Magistrate, Malda**

Memo No: CMOH/PH/NTCP/530

Date: 15.05.19

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 and are 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, following things must be ensured at an institutional level.


1. Display of "No Smoking Area" signage at prominent places in the institution campus.
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.
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 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.


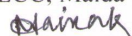
It is further added that under the law

- 1) The head of institution or designated officer are authorised to fine a person amounting up to Rs. 200/- who used tobacco products in the institute's campus including the canteen.
- 2) The head of institution or designated officer are authorised to fine the tobacco vendors up to 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 authority. We would be happy to extend any technical support which you may need.


CMOH & Co Chair Person
DLCC, Malda


District Magistrate & Chair Person
DLCC, Malda


Copy forwarded for kind information and taking necessary action to: CMOH/PH/NTCP/530/1(27).

1. The Sabhadhipati, Malda Zilla Parishad
2. The Principal Secretary, Govt of WB, Deptt of H&FW
3. The Mission Director (NHM), Govt of WB, Deptt of H&FW
4. Additional District Magistrate (Dev)
5. Additional Executive Officer, Malda Zilla Parishad.
6. The DSP(HQ), Malda
7. The Sub-Divisional Officers (All)
8. The Regional Transport Officer, Malda
9. The Officer in charge of Health, Malda
10. The District Inspector of School(Secondary), Malda
11. The District Inspector of School(Primary), Malda
12. The District Information and Cultural Affairs Officer, Malda
13. The District Labour Officer, Malda
14. The Principal Agricultural Officer, Malda
15. The Dy. Chief Medical Officer of Health-II, Malda
16. The Divisional Railway Manager, Malda
17. The ACMOH(All), Malda

dt 15.05.19.

18. The Executive Director, MANT, Kolkata
19. The Sabhapati, Panchayat Samiti(all)
20. The BDO,Block(All)
21. The BMOH/MOIC, BPHC/RH(all)
22. The CDPO, Block/Urban(all)
23. The SI of Schools,(all)
24. State Tobacco Control Cell (West Bengal) for information and providing technical support to institutions
25. The District Nodal Officer- Tobacco Control- Malda
26. Executive Director, MANT, Kolkata
27. Office copy


District Magistrate & Chair Person

DLCC, Malda

