



Government of West Bengal
Office of the District Magistrate
Kalimpong

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Implementing Tobacco free educational institution 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.

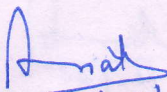
1. Display of "No Smoking Area" signage at prominent places in the institution campus. (*annexure 1*)
2. Display of another signage "Tobacco free educational Institution" at main gate/outer boundary informing prohibition of sale of tobacco products within 100 yards distance. (*annexure 2*)
3. Ensure 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 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 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 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/incharge of institution.

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

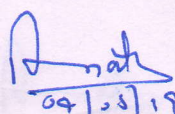

04/05/18
District Magistrate
Kalimpong

Memo No. 343 (70) /COTPA

Date: 04/05/2018

Copy forwarded for kind information and taking necessary action to:

1. The Principal Secretary, GTA, Darjeeling
2. The Mission Director (NHM), Govt of WB, Deptt of H&FW
3. The Superintendent of Police, Kalimpong
4. The Additional District Magistrate, Kalimpong
5. The Sub-Divisional Officer, Kalimpong
6. The Officer in Charge of Health, Kalimpong
7. The Executive Officer, Kalimpong Municipality, Kalimpong
8. The Regional Transport Officer, Kalimpong
9. The BDO _____ Dev. Block (All)
10. The Commercial Tax Officer, Kalimpong
11. The Superintendent of Excise, Kalimpong
12. The District Inspector of Schools (Secondary), Kalimpong
13. The District Inspector of Schools (Primary), Kalimpong
14. The AI of School, Kalimpong with a request to send the same to all HM, Secondary School under your jurisdiction for implementation it strictly.
15. The Assistant Labour Commissioner- Kalimpong
16. The Dy. Director Agricultural Officer, Kalimpong
17. The Dy. Chief Medical Officer of Health-II, Kalimpong
18. The Dy. Chief Medical Officer of Health-III, Kalimpong
19. The ACMOHs, Kalimpong
20. The Principal, _____, Kalimpong (All)
21. The HM, _____ School, Kalimpong (All)
22. The Senior Post Master, Kalimpong Head Post Office
23. The District Library Officer, Kalimpong
24. The G.M, District Industries Centre, Kalimpong
25. The District Information and Cultural Affairs Officer, Kalimpong
26. The BMOH/MOIC, _____ BPHC/RH(all)
27. The CDPO, _____ Block (all)
28. The SI of Schools _____ (all) with a request to send the same to all HM, Secondary School under your jurisdiction for implementation it strictly.
29. The CA to Principal Secretary, Govt. of WB, Deptt. of H&FW to apprise.
30. The Executive Director, MANT, Kolkata


04/05/18
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Kalimpong