



TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER EL PASO

Operating Policy and Procedure

HSCEP OP: 10.19, Smoke, Tobacco and E-cigarette Free Environment

PURPOSE: The purpose of this Texas Tech University Health Science Center El Paso (TTUHSC El Paso) Operating Policy and Procedure (HSCEP OP) is to provide for the health and safety of students, faculty, and staff by controlling fire hazards, assuring a smoke and vapor free environment in all academic and administrative facilities, and meeting the requirements of 25 Texas Administrative Code-, §703.20.

REVIEW: This HSCEP OP will be reviewed in September - of each odd-numbered year (ONY) by the senior director for Safety Services, - vice president for human resources and the TTUHSC El Paso chief of police with substantive revisions submitted to the President or designee.

JUSTIFICATION:

According to the United States Surgeon General, tobacco use is the single largest preventable cause of premature death and disability. Tobacco users are at substantially increased risk for a number of cancers, cardiovascular disease, and lung disease. Environmental smoke can cause discomfort and disease in non-smokers. As a health care institution, TTUHSC El Paso is committed to the establishment and enforcement of a tobacco-free environment. This policy includes regulation and assessment.

POLICY/PROCEDURE:

- I. In the interest of providing a healthy, tobacco-free environment to include electronic cigarettes, -is use of tobacco products (including vaping) is prohibited in all campus facilities, including academic, clinical, and administrative space. TTUHSC El Paso prohibits tobacco use or vaping in a TTUHSC El Paso facility or anywhere on the grounds of any TTUHSC El Paso facility, to include any leased facility/space. Additionally, TTUHSC El Paso prohibits sales, sponsorship, advertising, or promotional activities of tobacco in all campus facilities or at TTUHSC El Paso-sponsored events.
- II. Signage will be posted at the main building and vehicular drive entrances on the campuses stating that tobacco use is prohibited. Additional tobacco-free signs may be posted in select exterior areas and within all buildings as necessary to ensure compliance. -
- III. Employees interested in tobacco use cessation services - can access information using the ERS (Employee Retirement System of Texas) link <https://ers.texas.gov/About-ERS/Policies/Tobacco-Policy-and-Certification>
- IV. Persons having reason to complain about violations of this policy should first seek resolution of the problem by asking the smoker(s) to comply voluntarily with this policy. If resolution of the problem cannot be achieved by this means, a complaint should be made to the department head. If the department head is part of the smoking activity, the complaint should be made to the next level supervisor. Department heads or deans are advised that such complaints can be made without risk to student or employee status.
- V. When continued and/or obvious abuse of the policy is evident, appropriate actions will be taken by the following individuals to assure compliance.
 - A. The dean or Office of Student Affairs will be responsible for cases involving students.
 - B. The dean of the appropriate school will be responsible for cases involving faculty and staff

within their school.

- C. The appropriate vice president or designee will be responsible for handling cases involving staff within their respective division.
 - D. The TTUHSC El Paso chief of police will be responsible for handling cases involving individuals who are not student, faculty, or staff of TTUHSC El Paso.
- VI. Violations of this policy are subject to disciplinary action as stipulated in HSCEP OP 70.31, or Section 03.02.1, *Regents' Rules*, as appropriate.