

12-Dec. 2011

To

All the Principals/ Headmasters of
Govt. Sr. Sec. / High Schools in Himachal Pradesh

Subject: - Regarding new guidelines for Tobacco Free Schools.

Memo:

In the continuation to this Directorate even letter No. dated 19.09.2011 the new guidelines received from Shelly, District Programme Officer, Smoke Free Himachal Pradesh Project, HPVHA Complex, Sector 2 Busstand, New Shimla, are enclosed herewith for your further necessary action.

1. Display of "Tobacco Free Schools" or "Tobacco Free Institution" board at prominent place on the boundary wall outside the main entrance.
2. No sale of tobacco products inside the premises and within the radius of 100 yards from school/ educational institutions and mandatory signage in this regard shall be displayed prominently near the main gate and on boundary wall of school/institution.
3. No smoking or chewing of tobacco inside the premises of institution by students/teachers/other staff members/ visitor.
4. Display of sign boards "No Smoking Area-Smoking here is an offence", of 60*30cm size inside the institution (as mandated by law).
5. Posters with information about the harmful effects of tobacco should be displayed at prominent places in the school/institutions. Students should be encouraged to make their own posters on tobacco control themes.
6. A copy of the Cigarette and other tobacco products Act (COTPA) 2003 needs to be available with the Principal/head of school/ institution. (May be downloaded from the website of the Ministry of Health & Family Welfare- www.mohfw.nic).
7. A "Tobacco Control Committee" needs to be in place. It may be chaired by schools head/Principal, with members comprising of a science teacher, or any other teachers, schools counselor (if available), at least two NSS/NCC/Scout Students, at least two parents representatives, area MLA, area SHo, Municipal Councilor, member of PRIs, any other member. The committee shall monitor the tobacco control initiatives of the schools/institute. The committee shall meet quarterly and report to the district administration.
8. Integrate tobacco control activities with the ongoing Schools health Programme and Health and Wellness Clubs.
9. Promote writing of Anti-tobacco slogans on the School/institute stationary.
10. The Principal/head of School/ institute shall recognize tobacco control initiatives by students/ teacher/other staff and certificates of appreciation or awards may be given.
11. State Nodal officer for Tobacco control in the State Health Directorate may be consulted for technical or any other inputs.

More information:-

Please contact mobile no. emil id: 094180-27207, smokefreesml@gmail.com.



Jt. Director of Higher Education
Himachal Pradesh

Endst. No. Even

Dated: Shimla-171001

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- 1 The Secretary (Edu.) to the Govt. of H.P. Shimla-2 for information pleases.
- 2 Guard file.



Jt. Director of Higher Education
Himachal Pradesh