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## UCLA Policy 810: Smoke and Tobacco-Free Environment Draft for Public Review

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Issuing Officer: Administrative Vice Chancellor  
Responsible Department: Environment, Health & Safety  
Effective Date: TBD  
Supersedes: UCLA Policy 810 - Smoke-Free Environment, dated  
4/22/2013

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### I. BACKGROUND AND PURPOSE

In January, 2012, citing healthcare and environmental considerations, former UC President Yudof asked that each UC Chancellor implement a smoke-free policy on their campus. The President set out the key elements expected to be present in any such campus policy to maintain a smoke-free environment: that smoking, the use of smokeless tobacco products, and the use of unregulated nicotine products (e.g., “e-cigarettes”) be strictly prohibited in indoor and outdoor spaces, including parking lots, private residential space, and the Medical Center campuses; that the policy apply to all UC facilities, whether owned or leased; and that the sale or advertising of tobacco products be prohibited in University Owned or occupied buildings.

In November 2011, UCLA Health went smoke-free and the UCLA campus went smoke-free in April 2013. The change to a smoke and tobacco-free environment for the entire campus is consistent with UCLA’s commitment to maintaining a safe and healthy environment for students, staff, faculty, volunteers and visitors.

This Policy sets forth the responsibilities of the members of the campus community in establishing and maintaining a smoke and tobacco-free campus environment.

### II. DEFINITIONS

For the purposes of this Policy:

**Marijuana** means all parts of the plant *Cannabis sativa* L., whether growing or not; the seeds thereof; the resin extracted from any part of such plant; and every compound, manufacture, salt, derivative, mixture, or preparation of such plant, its seeds, or resin.

**Tobacco or Marijuana Use** means the act of using, including for medicinal purposes, any Tobacco or Marijuana Product, including smoking, heating, chewing, spitting, absorbing, dissolving, snorting, sniffing, inhaling, exhaling, ingesting, burning, or carrying any lighted or heated plant product intended for inhalation, whether natural or synthetic, including Tobacco and Marijuana. This includes the use of any electronic smoking device that creates an aerosol or a vapor in any manner or in any form or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking.

**Tobacco or Tobacco Product** means any product that contains tobacco, including but not limited to cigarettes, cigars, pipes, water pipes (hookah), smokeless tobacco products and electronic products that delivers nicotine (e.g., “e-cigarettes”).

**UCLA Owned or Leased Property** means a) all University property operated as part of the UCLA campus, including campus buildings, private residential facilities, structures and facilities, parking structures and surface lots, and grounds areas; and b) all off-campus University owned or leased property or facilities operated by UCLA staff or faculty in support of UCLA administrative, teaching, research, medical care or other public service functions or private residential facilities for UCLA students, faculty and staff.

### III. POLICY STATEMENT

Except as provided below, Tobacco or Marijuana Use, including for medicinal purposes, is not permitted on any University Owned or Leased Property, including any portions of such Property that may have been previously designated smoking areas. The sale, advertising or promotion of Tobacco or Marijuana Products is also prohibited on all University Owned or Leased Property.

Exceptions to this Policy may be granted for the following reasons:

1. Tobacco or Marijuana Use may be permitted in connection with research if it adheres to EH&S health and safety guidelines or in connection with research approved in writing by the UCLA Institutional Review Board or Animal Research Committee. [See UCLA Cannabis FAQs](#) for performing research and conducting other activities involving Marijuana.
2. Smoking or Tobacco Use may be permitted for traditional ceremonial activities of recognized cultural and/or religious groups with prior written approval of the sponsoring department, the UCLA Events Office and the Fire Marshal's Office.

### IV. RESPONSIBILITIES

1. Each member of the UCLA community, including, students, faculty, staff, and volunteers, is responsible for observing and adhering to this Policy. All persons on University Property are required to abide by University and UCLA policies. Violation of University or UCLA policies may subject a person to disciplinary action; if the person is a student or employee of the University, that person may be subject to discipline procedures in accordance with University and UCLA policies or, as applicable, collective bargaining agreements.
2. Vice Chancellors, Deans, and Department Heads have the responsibility to ensure that students, faculty, staff and visitors within their area are informed of this Policy; this includes:
  - a) Ensuring that this Policy is prominently posted and noted in handbooks, websites, catalogs, and in student, staff, and faculty recruitment materials within their area of responsibility;
  - b) Promulgating this Policy to all employees and students within their respective areas, including incorporating the Policy in appropriate student or employee recruitment or orientation programs; and
  - c) Ensuring that visitors who may attend programs or events, or are retained to stage events sponsored by the department, or any guest, volunteer, trainee, vendor, or contractor are notified of this Policy and UCLA's requirement that all such visitors comply with this Policy.
3. Managers, supervisors and administrative officers are encouraged to answer questions and concerns by their employees and constituents regarding this Policy. Concerns related to application of this Policy should be forwarded to the responsible department head for coordination with the office of the Administrative Vice Chancellor or Office of Environment, Health and Safety.

4. Compliance with this Policy is grounded in informing and educating members of the University community and visitors about this Policy and encouraging those who use Tobacco Products to seek treatment for Tobacco or Marijuana dependence. In order to maintain a smoke & tobacco-free environment, notifying others about this Policy will be an ongoing effort to enhance awareness of and foster compliance with this Policy. For confidential counseling support, employees may contact UCLA's Staff & Faculty Counseling Center at 310-794-0245. For information about reasonable accommodations, employees may contact Employee Disability Management Services at 310-794-6948
5. The Tobacco Free Steering Committee is responsible for providing information and answering questions regarding smoking cessation resources. Visit the campus website at <https://breathewell.healthy.ucla.edu/about/> and the UCLA Health website at <https://www.uclahealth.org/smokefree/> for more information.

## V. REFERENCES

1. University of California Smoke and Tobacco Free Environment Policy;
2. California Government Code, Division 7, Chapter 32; and § 7596-7598;
3. University of California Policy on Sustainable Practices;
4. UCLA Health System Smoke-Free Environment Policy, HS 8002.

**Issuing Officer**

**/s/ Michael J. Beck**

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**Administrative Vice Chancellor**

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**Questions concerning this policy or procedure should be referred to  
the Responsible Department identified at the top of this document.**

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