**Chang Gung University Regulations Governing the Implementation of Measures for Smoking Prevention and Control**

**Applicable to**

All staff, employees and students of the school, external contractors (including employees hired by contractors) as well as visitors to the school.

**Regulatory offices and job designation**

1. Office of Student Affairs

(1)Promote health education and guidance plan as part of the campus smoking prevention and control program

(2) Provide consultation and referral for smoking cessation program

(3)Dissuade, counsel and prohibit smoking behaviors on campus.

2. Office of General Affairs

(1)Set up signs, markings and other installations to ban smoking in the school buildings and public facilities.

(2) Restrict shops and vending machines inside the school from selling cigarettes and smoking-related items.

(3)Dissuade, prohibit and report smoking behaviors outside of smoking areas on campus.

(4) With the help of security guards, the office will remove from campus outside visitors who continue smoking after being advised.

**Penalization**

1. After a violation of rules is reported, students will be penalized according to the Regulations of Student Rewards and Punishments, as well as other relevant school regulations. Depending on the circumstances, relevant authorities may be notified based on the Tobacco Hazards Prevention Act.

2. Once a faculty or staff member’s violation of rules is reported, the manager or chairperson of the staff’s department will be informed to provide counseling. If the counseling is ineffective, relevant authorities will be notified based on the Tobacco Hazards Prevention Act.