

Guideline for the activities under National Tobacco Control Programme for the year 2021-22

1. Coverage of Public School & College (Making Tobacco Free Educational Institution) 2.3.3.4.1 & 2.3.3.4.5

Making Tobacco Free Educational Institution in Odisha

All educational institutions in Odisha will become tobacco free in phased manner. Initially priority will be given high school / college / university and first choice will be students of boys followed by co-education and girls. The tobacco free educational institution preferably within the jurisdiction of health & wellness centre of Block CHC or PHCs. For making tobacco free educational institution (schools) under HWC guideline has already been issued from NHM vide letter no 7758 dt 27.08.20 . The list of HWC also shared to district vide letter no 7731 dt 26.08.2020 of NHM . The budget placed under same head last year if due to covid pandemic the implementation hampered then completed the TOFEI activities and certify the schools and colleges of last year first and the take new schools or Colleges for the current year.

For college and university the signage could be in the form of boards or wall paints. The Educational Institution is encouraged to innovate or adapt the signage according to their capacity and context. Care should also be taken to communicate the correct intended message while customizing the signage. The signage should be displayed in the language of instruction in the Educational Institution and also in the local language if it is so possible. The minimum size of display placed in annexure. However the proportional size may be increased as per requirement or availability of funds. As per the Gazette no G.S.R. 40 (E) dt 19.01.2010 the educational institution means any place or centre where educational institutions are imparted according to the specific means and includes any school /college and institution of higher learning established or recognised by an appropriate. Further as per the above gazette owner or manager or any person incharge of the affairs of educational institution shall display the board at conspicuous place outside the premises. When sianges shall given from NTCP fund , NTCP,NHM, Govt of Odisha with courtesy zilla swastha samiti of district should mentioned.

Sinages should be Displayed as follows.

Annexure-I in the Premises of Educational Institution (Odia & English)

<p>ଶିକ୍ଷାନୁଷ୍ଠାନର ୧୦୦ ଗଜ ଭିତରେ ତମାଖୁ ପଦାର୍ଥ ବିକ୍ରି କରିବା ନାହିଁ</p>	<p>Sale of any Tobacco products in an area within the radius of 100 yards of this Educational institution is strictly prohibited and is a punishable offence</p>
<p>ତମାଖୁ ମୁକ୍ତ ଶିକ୍ଷାନୁଷ୍ଠାନକୁ ଆପଣଙ୍କୁ ସ୍ୱାଗତ</p> <p>ଏହି ଶିକ୍ଷାନୁଷ୍ଠାନ ପରିସର ଭିତରେ ଧୂମପାନ ଓ ତମାଖୁ ସେବନ କରିବା ନିଷିଦ୍ଧ</p>	<p>WELCOME TO TOBACCO FREE EDUCATIONAL CAMPUS</p> <p>Consumption of any tobacco products inside this educational campus is prohibited</p>
<p>ତେଡ଼ାବନ୍ଦୀ</p> <p>ଶିକ୍ଷାନୁଷ୍ଠାନର ପରିସର ୦୧୦୦ ଗଜର ବୃତ୍ତର ମଧ୍ୟରେ ସିଗାରେଟ୍ ବିକା ଚଳାଣିକୁ ବନ୍ଦୀ କରିବାକୁ ନିଷିଦ୍ଧ କରାଯାଇପାରିବ ନାହିଁ। ଏହାକୁ ଉଲ୍ଲଙ୍ଘନ କଲେ ୨୦୦ ଟଙ୍କା ପର୍ଯ୍ୟନ୍ତ ଜୋରିମାନା ଦେବାକୁ ହେବ।</p>	<p>WARNING</p> <p>NO Sale of tobacco products within 100 yards of this educational institution Any Violation to this invites penalties upto Rs 200/-</p>
<p>ଜିଲ୍ଲା ସ୍ୱାସ୍ଥ୍ୟ ସମିତି, _____</p>	<p>Zilla Swasthya Samiti, _____</p>

Annexure –II at the outside of Wall of the Premises (English & Odia)

ତମାଖୁ ମୁକ୍ତ ଅଞ୍ଚଳ/ଶିକ୍ଷାନୁଷ୍ଠାନ
ଏଠାରେ ତମାଖୁ ବ୍ୟବହାର ଏକ ଦଣ୍ଡନୀୟ ଅପରାଧ

ଏକ ସୁସ୍ଥ ଜୀବନ ବାଞ୍ଛୁ ଏକ ସ୍ମାର୍ତ୍ତ ଜୀବନ ଚୟନ କରନ୍ତୁ
ଏହି ଶିକ୍ଷାନୁଷ୍ଠାନର ଶହେ ଗଜ ବ୍ୟାପାର୍ଶ୍ଵ ଅଞ୍ଚଳରେ ସିଗାରେଟ୍ ଏବଂ କୌଣସି ପ୍ରକାରର ନିଶାକୁ ଗ୍ରହଣ କରନ୍ତୁ ନାହିଁ

ଅନ୍ୟାନ୍ୟ ତମାଖୁ ଦ୍ରବ୍ୟ ବିକ୍ରୟ କରିବା ନିଷେଧ ଏବଂ ଏହା ଏକ ଦଣ୍ଡନୀୟ ଅପରାଧ
ଯଦି ଆପଣ ଏହାର କୌଣସି ଭଙ୍ଗାଘଟ ଦେଖନ୍ତି, ଦୟାକରି ରିପୋର୍ଟ କରନ୍ତୁ

ନାମ _____
ପଦବୀ _____
ଯୋଗାଯୋଗ ନଂ _____
କିମ୍ବା ବିଏଲ୍ ନମ୍ବରରେ କଲ୍ କରନ୍ତୁ: ୧୮୦୦ ୧୧୨ ୩୫୬ (ଟୋଲ୍ ଫ୍ରି)
ଜିଲ୍ଲା ସ୍ଵାସ୍ଥ୍ୟ ସମିତି, _____

TOBACCO FREE AREA
Tobacco Use here is a Punishable Offence

Choose a healthy life **MAKE A SMART CHOICE** Say No to any form of Addiction

If you see any violation, please report to:
Name: _____
Designation: _____
Contact No.: _____
OR Call at Quitline Number: 1800 122 356 (Toll free)
Zilla Swasthya Samiti, _____

The Educational Institution should designate Tobacco Monitor(s) from amongst their staff, an official or a teaching professional or a student representative . **One Nodal officer may be selected by Head of Institute or Health & Wellness Ambassadors should also be designated as Chief Tobacco Monitors** whose contact details displayed in the sinages mentioned above . The name, designation and phone number of the Tobacco Monitor(s) should also be mentioned on the signages as mentioned below in annexure-III Multiple Tobacco Monitors may be designated and in-fact it might be a good idea to do so. For example – appointment of a Tobacco Monitor for each class from amongst the students in the class. Participation of the most important stakeholder, the students of secondary school (classes IX to XII), would be key to successful implementation of the initiative. Care should be taken that tobacco users may not be designated as Tobacco Monitors. The selection of Tobacco monitor(s) will be done by the Educational institution Tobacco Control Committee. .The Tobacco Control Committee of will evaluate the performance of tobacco monitor and take appropriate action for making the educational institution tobacco free.

Siange for Display of details regarding Tobacco Monitor(s) annexure-III (Odia & English) within the Campus

ତମାଖୁ ମୁକ୍ତ ଶିକ୍ଷାନୁଷ୍ଠାନ ମନିଟର

ଏକ ସୁସ୍ଥ ଜୀବନ ବାଞ୍ଛୁ ଏକ ସ୍ମାର୍ତ୍ତ ଜୀବନ ଚୟନ କରନ୍ତୁ
କୌଣସି ପ୍ରକାରର ନିଶାକୁ ଗ୍ରହଣ କରନ୍ତୁ ନାହିଁ

ନାମ	ପଦବୀ/ମନିଟର ପ୍ରକାର	ଯୋଗାଯୋଗ ନଂ

ଜିଲ୍ଲା ସ୍ଵାସ୍ଥ୍ୟ ସମିତି, _____

TOBACCO FREE EDUCATIONAL INSTITUTION MONITORS

Choose a healthy life **MAKE A SMART CHOICE** Say No to any form of Addiction

Name	Type of Monitor	Contact Details

Zilla Swasthya Samiti, _____

THIS PREMISE/BUILDING IS TOBACCO FREE

Use of any form of tobacco in this premise is prohibited and is a punishable offence with fine up to Rs. 200/-



If you find anybody smoking/spitting tobacco please report to:

Name:.....


Designation:..... Telephone No:.....

To quit tobacco call 1800 11 2356 or give a missed call at 011-22901701

Zilla Swasthya Samiti _____

ତମାଖୁ ମୁକ୍ତ ପରିସର

ଏହି ପରିସରରେ ଯେକୌଣସି ପ୍ରକାରର ତମାଖୁ ବ୍ୟବହାର ନିଷେଧ ଏବଂ ଏହା ଏକ ଦଣ୍ଡନୀୟ ଅପରାଧ, ଏଥିପାଇଁ ୨୦୦ ଟଙ୍କା ପର୍ଯ୍ୟନ୍ତ ଜୋରିମାନାର ବ୍ୟବସ୍ଥା ଅଛି



ଯଦି ଆପଣ କାହାକୁ ଧୂମପାନ କିମ୍ବା ତମାଖୁ ଛୁପେ ପକାଇଥିବାର ଦେଖନ୍ତି ତେବେ ଜଣାଇ ଦିଅନ୍ତୁ:

ନାମ _____

ପଦବୀ _____ ଟେଲିଫୋନ ନଂ: _____

ତମାଖୁ ରାଜିବାପାଇଁ ଯୋଗାଯୋଗ କରନ୍ତୁ ୧୮୦୦ ୧୧ ୨୩୫୬
କିମ୍ବା ଏକ ମିସ୍ କଲ୍ କରନ୍ତୁ ୦୧୧-୨୨୯୦୧୭୦୧

ଏହି ଅନୁଷ୍ଠାନ /ପରିସର / କୋଠା ତମାଖୁ ମୁକ୍ତ ଅଟେ

ଜିଲ୍ଲା ସ୍ୱାସ୍ଥ୍ୟ ସମିତି

The Educational Institution management should ensure that no tobacco products are sold inside the premises and in an area within 100 yards from the premises. Any violation should be reported to nearest police station or National violation report at 1800-11-0456. The Management should also, if possible, with the help of local law enforcement authorities and community, including parents, make efforts to stop such sales. It may be noted that the Head of the Institution is also authorized to collect fine for violation of section 6(b), sale of tobacco products within 100 yards of an educational institution. Educational Institution should also with the help of local authorities mark such boundaries /area which clearly defines the 100 yards area to ensure that no tobacco products are sold within marked area. The demarcation of 100 yard will done 1ft demarcation of yellow line within line “No tobacco sale zone” will be written in red. After demarcation the tobacco seller within the radius of 100 yard should be identified and courtesy notice regarding violation will served to the all tobacco seller Then enforcement drive will done regularly to compliance of sec 6 of COTPA 2003.

ତମାଖୁ ମୁକ୍ତ ଅଞ୍ଚଳ / Tobacco Free zone



No smoking or chewing of tobacco inside the premises of institution by students/ Lecture/teachers/ other staff members / visitors should be maintained.

Display of sign boards inside and outside the institution (as mandated by law) in both English and Odia or in in the medium of communication of Institution.

Posters with information about the harm 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. A copy of the Cigarette and other tobacco products Act (COTPA) 2003 should 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.in)

BHAWAN.pdf . One circular regarding tobacco free workplace should be noticed by authority (preferably Collector or Head of RKS) as per sample of Nirman bhaban should be notified and well circulated.

Activity:1 ‘

Tobacco Free Area’ Signage's of 20 nos for each Hospital or Work place having size of 120 CM X 90 CM (Tin Plate / vinyl board/ hard bounded) to be placed in conspicuous places of DHH & CDM& PHO Office in both English and Odia .

Annexure-I in the Premises of DHH & Administrative block (Odia & English)



Activity:2

Identify the nodal authorised officer (as per law head office in administrative wing and Medical superintendent in Hospital building) is authorised officer for collecting fine for any violation. The Authorities may take help of Head of security of DHH and Administrative block for violation. In the Signage please displaying name/designation/ contact number no Authorised Officer for Tobacco free Health Institution of 10 nos for each Hospital. The Challan / receipt book for violation may be placed with authorised officer.

Annexure-II Showing the name of Authorised officer in the Premises of Hospital & Administrative block (Odia & English)



- Activity-3 Orientation of Staff and Security Personnel for screening -Non Budgeted activity
- Activity -4 Penalty as per COPTA Act- Non budgeted activities
- Activity-5 Placing of disposal Box at entrance gates (Fund to be mobilised from RKS)
- Activity- 6 Observation of World No Tobacco Day on 31st May at DHH level
- Activity -7 Certification for Tobacco free Health Institution from district administration.