

# Lebanese French University (LFU)

## Smoke-Free Campus Policy

**Policy Number:** LFU-ADM-007

**Effective Date:** September 1, 2023

**Version:** 1.0

**Approved By:** University Council

**Responsible Office:** Office of Health and Safety

## 1.0 Preamble & Rationale

The Lebanese French University (LFU) is dedicated to fostering a culture of wellness, academic excellence, and respect for all members of its community. A substantial body of scientific evidence from global and regional health authorities, including the World Health Organization (WHO) and the Kurdistan Ministry of Health, confirms that tobacco use and exposure to secondhand smoke are leading causes of preventable death, disease, and disability.

In alignment with our core values and our commitment to the well-being of our students, faculty, staff, and visitors, LFU establishes this comprehensive Smoke-Free and Tobacco-Free Campus Policy. This initiative reflects our responsibility to provide a healthy environment conducive to learning, working, and living, free from the harmful effects of tobacco and related products.

## 2.0 Purpose

The Lebanese French University (LFU) is committed to providing a healthy, safe, and clean environment for all members of its community, including students, faculty, staff, and visitors.

The purpose of this policy is to:

- Promote health and well-being by reducing exposure to secondhand smoke.
- Encourage a culture of respect and responsibility toward community health.
- Ensure compliance with national health regulations and public safety standards.
- Maintain LFU's commitment to sustainability and environmental protection.



### 3.0 Scope

This policy applies to:

- All university-owned, leased, or operated properties, including buildings, classrooms, offices, laboratories, dormitories.
- All individuals on LFU property, including students, staff, faculty, contractors, and visitors.
- All forms of smoking and tobacco use, as defined below.

### 4.0 Definitions

For the purpose of this policy, the following definitions apply:

- **Smoking:** The act of inhaling and exhaling the smoke of any lit tobacco product or any other substance, or burning any other material for the purpose of inhalation.
- **Tobacco Products:** Any product made or derived from tobacco intended for human consumption, including but not limited to cigarettes, cigars, cigarillos, pipe tobacco, hookah (shisha), chewing tobacco, snuff, dip, and snus.
- **Electronic Smoking Devices (ESDs):** Any device that may be used to deliver any aerosolized or vaporized substance to the person inhaling from the device, including but not limited to e-cigarettes, vape pens, personal vaporizers, mods, and e-hookahs.

### 5.0 Policy Statement

Effective **September 1, 2023**, the Lebanese French University (LFU) is declared a completely smoke-free campus. The use of any Electronic Smoking Device (ESD), or any other smoking equipment is strictly prohibited on all Campus Property, as defined in Section 4.0.

This policy applies to all individuals at all times, including:

- All students, faculty, staff, and administrators.
- Contractors, vendors, service providers, and volunteers.
- Visitors, guests, and members of the public.
- Applicants for admission and employment.



## 6.0 Prohibited Substances & Activities

The policy expressly prohibits:

1. Smoking or carrying any lit tobacco product.
2. The use of any smokeless tobacco product.
3. The use of Electronic Smoking Devices (ESDs).
4. The use of hookah (shisha) or any other water-pipe smoking device.
5. The sale, distribution, sampling, or advertising of tobacco products and ESDs on Campus Property.

## 7.0 Communication & Signage

To ensure widespread awareness, the university will:

- Install clear, standardized, and durable signs at all major entrances to the university, building entrances, parking areas, and other prominent locations. Signs will be in both Kurdish, Arabic and English.
- Publish this policy in the LFU Student Handbook, Faculty Handbook, Staff Handbook, and on the university's official website.
- Include information about the policy in new student and employee orientation programs.
- Disseminate information via university-wide emails, digital screens, and social media channels.

## 8.0 Compliance, Enforcement, & Responsibilities

Successful implementation of this policy relies on the cooperation and shared responsibility of the entire LFU community.

- **Shared Responsibility:** All members of the LFU community are empowered and expected to respectfully inform others of the policy. The preferred approach is a polite, educational reminder.



- **Primary Enforcement:** The LFU Office of Security and the Office of Health and Safety will share primary responsibility for monitoring compliance and responding to reports of violations.
- **Violation Procedure:**
  1. **Initial Contact:** An individual found in violation will be politely informed of the policy and asked to cease the prohibited activity and dispose of the product.
  2. **Documentation:** For repeated or non-compliant individuals, the incident will be documented. The individual will be required to provide their name and LFU ID number.
  3. **Escalation:**
    - **Students:** Repeated violations will be referred to the Student Disciplinary Committee and handled under the Student Code of Conduct. Consequences may include a written warning, mandatory attendance at a health education session, fines, or other disciplinary measures.
    - **Employees:** Repeated violations by faculty or staff will be referred to the **Human Resources Department** and addressed through standard staff disciplinary procedures.
    - **Visitors & Contractors:** Persistent non-compliance may result in being asked to leave campus property. University departments hosting visitors are responsible for informing them of this policy.

## 9.0 Support & Cessation Resources

LFU is committed to providing support and resources for those who wish to quit using tobacco or nicotine products. We recognize that nicotine addiction is a challenging habit to break and offer the following support:

- **For Students:**

The **Office of Health and Safety** will offer confidential counseling, cessation guides, and referrals to specialized support programs.

- **For Employees:**



The **LFU Office of Health and Safety in Collaboration with Human Resources Department** will provide information on cessation programs and resources. Employees are encouraged to check with their health insurance provider for coverage of cessation treatments (e.g., nicotine replacement therapy).

## **10.0 Policy Review & Amendments**

This policy will be reviewed **every two (2) years** by the Office of Health and Safety in coordination with the University Council to ensure its continued relevance and effectiveness. Amendments or revisions may be made as necessary to comply with new laws, regulations, or health standards.

## **11.0 Exceptions**

There are no exceptions to this policy.

## **12.0 Internal Implementation Guide (For LFU Administration)**

### **Phased Roll-Out Plan:**

- **Phase 1: Awareness & Education (Months 1-3):**
  - Official announcement from the President's Office.
  - Launch a "Breathe Easy LFU" awareness campaign with posters, articles, and social media content.
  - Host informational booths and seminars on the health benefits of a smoke-free environment.
  - Finalize and promote cessation support services.
- **Phase 2: Soft Launch & Signage Installation (Months 4-6):**
  - Install all bilingual (Kurdish/Arabic/English) signage across campus.
  - Begin the "Courtesy Enforcement" period, where the focus remains on education and reminders without formal disciplinary action.
  - Train Security and Health and Safety staff on the policy and de-escalation techniques.



- **Phase 3: Full Implementation (September 1, 2023):**
  - The policy becomes fully effective and enforceable.

### 13.0 Contact Information

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