

# 國立清華大學校園菸害防制管理作業要點

107年8月13日學務會報討論

107年8月27日107學年度第1次衛生委員會議通過

- 一、為實施菸害防制政策，以維護教職員工生健康及校園空氣品質，並給予正確菸品危害認知與拒菸觀念，以降低年輕族群吸菸率，訂定「國立清華大學校園菸害防制管理作業要點」（以下簡稱本要點）。
- 二、依據學校衛生法第十九條，與菸害防制法第十五條、第十六條、及第二十條之規定。
  - (一) 學校衛生法  
第19條 學校應加強辦理健康促進及建立健康生活行為等活動。
  - (二) 菸害防制法  
第15條 (摘錄)大專校院所在之室內場所全面禁止吸菸。  
第16條 (摘錄)大專校院所在之室外場所除吸菸區外，不得吸菸；未設吸菸區者，全面禁止吸菸。  
第20條 各機關學校應積極辦理菸害防制教育及宣導。
- 三、本要點之適用對象：全校教職員工生及進入本校所有人員。
- 四、本校除吸菸區外全面禁菸，本校吸菸區之管理與設置，應依「國立清華大學戶外吸菸區管理要點」之規定辦理，政策制定後應透過適當管道傳達給教職員工生、承攬商及相關工作人員，共同依循辦理。
- 五、全校教職工生對校園內於非吸菸區吸菸者，均有勸阻之義務與權利；非吸菸區吸菸者經勸導而拒不合作者，依規定懲處或撥打菸害申訴中心(0800-531531)免付費電話檢舉。
- 六、各單位之任務與權責
  - (一) 學生事務處
    1. 衛生保健組
      - (1) 負責全校菸害防制衛生教育宣導。
      - (2) 協助戒菸諮詢及轉介相關醫療院所。
      - (3) 協助配合衛生單位稽查校內菸害防制工作。
      - (4) 戶外吸菸區之管理。
    2. 生活輔導組/學生工作組
      - (1) 協助菸害防制教育計畫之執行及相關宣導事宜。
      - (2) 學生違規時之規勸與制止，經勸導而拒不合作者，依相關規定懲處。
    3. 學生住宿組
      - (1) 協助菸害防制教育計畫之執行及相關宣導事宜。

(2) 負責宿舍區菸害防制相關工作及協助宿舍區菸害防制宣導與張貼禁菸標誌。

(3) 宿舍內違規行為之規勸與制止，經勸導而拒不合作者，依規定懲處。

## (二) 總務處

1. 督導廠商於校內應遵照菸害防制相關規定，以維持空氣品質。
2. 校園內禁止販售菸品且不得張貼菸品相關廣告，餐廳全面禁菸。
3. 負責外包廠商及其相關工作人員之菸害防制教育宣導，與廠商簽訂契約時，增訂禁止於校園內非吸菸區吸菸等條款及罰則。
4. 校外人士違反菸害防制相關規定若不接受勸導，以契約給予罰則並得由駐警隊協助勸離學校。

## (三) 全校各單位

1. 協助菸害防制宣導、張貼禁菸標誌，及告知合作廠商或洽公人員遵照菸害防制相關規定，並負起規勸與制止吸菸行為之責任，以維持空氣品質。
2. 於非吸菸區吸菸者之規勸與制止。
3. 所屬教職員工生校內非吸菸區吸菸行為之規勸、制止及轉介至學生事務處衛生保健組輔導。
4. 校內各單位自行發包之餐廳、商店、攤位、或自動販賣機，應由各發包單位管理不得販售菸品或與吸菸有關之器物，亦不得出現菸品宣傳廣告。

## 七、 菸害衛教及取締連繫資料如下

(一) 衛教相關資訊請洽衛生保健組(03-5743000)。

(二) 校園菸害勸導無效時，請致電駐警隊(03-5714769)。

(三) 學校周邊人行道違規吸菸，請撥打菸害申訴中心(0800-531531)免付費電話檢舉或就近當地衛生局。

八、 本要點未規定事項，依菸害防制法及其他相關規定辦理。但本校有更嚴格規定辦法者，依其規定辦理。

九、 本要點經學務會報討論、衛生委員會議通過後實施。

# Working Guideline for University Tobacco Hazards Prevention in National Tsing Hua University (English version)

Discussed in University Assembly of Students Affair on 13<sup>th</sup> Aug, 2018  
Passed on the 1<sup>st</sup> meeting of Safety and Health committee on 27<sup>th</sup> Aug, 2018

- I. In order to implement smoking prevention policies to look after the health of faculty, staff and students, to maintain campus air quality, and to provide correct knowledge of the tobacco hazards to reduce the smoking rate of young people, “Working Guideline for University Tobacco Hazards Prevention in National Tsing Hua University” is laid down. (hereinafter referred to as the Guideline).
- II. According to the regulation of the Article 19 of School Health Act, the Article 15, 16, and 20 of Tobacco Hazards Prevention Act:
  - i School Health Act  
Article 19  
Schools shall conduct more health promotion and activities that establish healthy lifestyle behaviors.
  - ii Tobacco Hazards Prevention Act  
Article 15 (extract)  
Smoking in the indoor areas of universities and colleges is completely prohibited.  
Article 16 (extract)  
Smoking in the outdoor areas of universities and colleges is prohibited except in the designated smoking areas. If there is no designated smoking area, smoking is completely prohibited in the outdoor area of universities and colleges.  
Article 20  
Government agencies and schools shall actively engage in educations and publicizing campaign against tobacco hazards.
- III. The guideline is applied to all faculty, staff and students of the university and all those who have entered the university.
- IV. Smoking is completely prohibited in National Tsing Hua University except for smoking areas. The establishments and administrations of smoking areas shall be handled in accordance with the regulations, "National Tsing Hua University

Outdoor Smoking Area Administration and Establishment Guidelines", and the policy should be informed to the faculty, staff, students, the contractor and related staff through appropriate channels to follow together.

V. All faculty, staff and students of the university have the obligation and right to discourage smokers in non-smoking areas on campus. Smokers in non-smoking areas who refuse to cooperate after being persuaded shall be punished according to regulations or be reported to the Tobacco Hazards Hotline (+886-800-531531).

VI. Tasks and Responsibilities of each unit:

i. Office of Student Affairs

1. Division of Health Service

(1) In charge of education and publicizing campaign against tobacco hazards.

(2) Provide consultation on quit-smoking and referral to relevant medical institutions.

(3) Assist the Official Health Agency to inspect the Tobacco Hazard prevention works in the university.

(4) Administration and Establishment the designated outdoor smoking area.

2. Student Assistance Division

(1) Assist in the implementation of the tobacco hazard prevention education plan and related publicity matters.

(2) Dissuade students who violate the rules, and those who refuse to cooperate after persuasion shall be punished in accordance with relevant regulations.

3. Division of Student Housing

(1) Assist in the implementation of the tobacco hazard prevention education plan and related publicity matters.

(2) Responsible for preventing and controlling the hazards of tobacco in the dormitory area and assist in the promotion works such as posting conspicuous signs indicating non-smoking or smoking is prohibited.

ii. Office of General Affairs

1. Supervising manufacturers should comply with relevant regulations on smoke control in the university to maintain air quality.

2. The sale of tobacco products is prohibited on campus, and advertisements related to tobacco products are not allowed to be posted. The restaurant is completely non-smoking.

3. Responsible for the education and promotion of tobacco hazard prevention and control of outsourcing manufacturers and their related staff. When signing a contract with the manufacturer, clauses and penalties such as prohibiting smoking in non-smoking areas on campus are added.
4. If people outside the university violate the tobacco control regulations and do not accept persuasion, they will be punished by contract and the police can assist in persuading them to leave the university.

iii. All units of the university

1. Assist in the promotion of tobacco hazard prevention, post no-smoking signs, and inform cooperating manufacturers or public officials to comply with relevant regulations on tobacco hazard prevention, and take the responsibility of persuading and stopping smoking to maintain air quality.
2. Advise and stop smokers in non-smoking areas.
3. Advise, stop and refer to the Division of Health Service of the Student Affairs Office for counseling on smoking in non-smoking areas in the university.
4. Restaurants, shops, stalls, or vending machines that are self-contracted by each unit shall be managed by each contracting unit, make sure that no tobacco products or smoking-related utensils being sold, and smoking advertisements shall not be displayed.

VII. The contact information of smoking hazard health education and ban is as follows:

- i. For information about the health education, please contact the Division of Health Service (+886-3-5743000).
- ii. If the university smoking persuasion is invalid, please call the police station (+886-3-5714769).
- iii. If you see someone smoke illegally on the sidewalks around the university, please call the Tobacco Hazards Hotline (+886-800-531531) or report to the nearest local health bureau.

VIII. Matters not specified in this bulletin shall be handled in accordance with the Tobacco Hazard Prevention and Control Law and other relevant regulations. However, if the university has stricter regulations, it shall be handled in accordance with the regulations.

IX. This guideline will be implemented after discussion by the University Assembly of Students Affairs and approved by the Safety and Health Committee.