

COMNAVFORJAPANINST 5100.4  
025  
6 Jan 1994

COMNAVFORJAPANINST INSTRUCTION 5100.4

Subj: TOBACCO USE POLICY AND DESIGNATED SMOKING AREAS WITHIN BUILDINGS C-1 AND C-39

Ref: (a) SECNAVINST 5100.13A  
(b) SECNAV Washington DC 212138Z Oct 93 (ALNAV 131/93)

1. Purpose. To establish COMNAVFORJAPAN Staff policy for tobacco use and designate smoking areas within buildings C-1 and C-39 (Command Cave) in accordance with references (a) and (b).

2. Discussion. Tobacco related illness and death among Department of the Navy (DON) personnel is not only a tragedy, but a drain on financial and personnel resources, adversely impacting unit mission readiness. Even in the absence of active disease, tobacco use decreases stamina and dulls many of the body's senses and natural defenses. In addition, passive inhalation of tobacco smoke subjects non-smokers to many of the health hazards associated with smoking. For this reason, smokers are encouraged to stop smoking. Cessation programs or referrals are provided by Fleet Activities, Yokosuka medical treatment facilities, the Family Service Center, the Substance Abuse Counseling Center, and the Counseling and Assistance Center. Interested personnel are encouraged to contact their Health Promotion Officer, or appropriate professional for assistance and information on cessation programs.

3. Background. The Surgeon General of the United States has determined the smoking of tobacco is the most preventable cause of illness and death. The Environmental Protection Agency (EPA) states that involuntary/passive smoking poses a public health risk larger than the hazardous air pollutants from all industrial emissions combined. Additionally, the EPA has classified secondhand smoke, or Environmental Tobacco Smoke (ETS), as a "GROUP A" (known human) carcinogen.

4. Policy

a. It is the policy of the Navy and COMNAVFORJAPAN that all DON personnel shall enjoy a working environment that is healthy and free of controllable pollutants. In compliance with the DON smoking policy contained in reference (b), effective 1 January 1994 smoking IS NOT authorized within buildings C-1 and C-39. While tobacco use is not prohibited outside of these buildings, it is strongly discouraged. Smoking will only occur in the designated smoking areas.

b. The designated smoking areas for building C-1 are the second floor patio outside the lounge (room 212) and the marked covered area outside the East entrance. The designated smoking area for building C-39 is the C-29 tunnel (dumpster area). This policy applies to all Navy and Marine Corps personnel, civilian employees, including non-appropriated fund employees, and all dependents and visitors while in DON controlled buildings and vehicles.

5. Action.

a. All personnel assigned to COMNAVFORJAPAN Staff shall:

(1) Become familiar with the provisions of this instruction.

(2) Ensure smoking is prohibited in official vehicles and common areas shared by smokers and non-smokers, including heads, conference rooms, and lounges.

(3) Observe proper decorum and the wearing of appropriate uniform items while in the smoking areas.

b. Division Directors and supervisors will:

(1) Ensure the smoking/non-smoking area designation policy is enforced.

(2) Ensure the designated smoking areas are properly marked and contain appropriate receptacles for smoking materials.

(3) Ensure the areas are regularly policed and kept litter free.

(4) Encourage tobacco users to quit by advocating abstinence and providing assistance and information on available smoking cessation programs.

(5) Ensure 100 percent attendance of assigned personnel to the required annual General Military Training on the consequences of tobacco use.

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