

SMOKE FREE CAMPUS POLICY

JINNAH MEDICAL COLLEGE PESHAWAR

(In Compliance with HEC's Drug and Tobacco Control Policy at HEIs)

Any updates or modifications to this policy will be communicated to all stakeholders in a timely manner.

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GLOSSARY OF TERMS AND ABBREVIATIONS

JMC	Jinnah Medical College
JTH	Jinnah Teaching Hospital
CEO	Chief Executive Officer of JMC and JTH
ADTCC	Anti-Drug and Tobacco Control Committee
Premises	Means premises of Jinnah Medical College and Jinnah teaching Hospital, Peshawar i.e., campus, class rooms, hostels, play grounds, libraries, laboratories, cafeterias & transport etc.
HEC	Higher Education Commission
KMU	Khyber Medical University, Peshawar
Drug(s)	This includes “narcotic drugs” as defined in the Control of Narcotics Substances Act, 1997 as well as “psychotropic substance” listed in the Schedule to the Act, pharmaceutical drugs, sedatives and tranquilizers described in The Drugs Act, 1976 if used without a prescription or authorization, and alcohol prohibited by The Prohibition (Enforcement of Hadd) Order (4 of 1979)
Drug Abuse	Possession, use or the sale or distribution of such drugs
Focal Person	The Focal Person appointed under Section 3 of this Policy
NGO	Non-governmental organization
Smoking	Smoking shall have the same meaning as it does under the Prohibition of Smoking and Protection of Non-Smokers Health Ordinance, 2002
Smoke free	Smoke free shall mean the prohibition of smoking and other use of tobacco in accordance with the provisions of the Prohibition of Smoking and Protection of Non-Smokers Health Ordinance, 2002
Anti-Tobacco Legislation	The ‘Prohibition of Smoking and Protection of Non-Smokers Health Ordinance, 2002,’ or any other anti-tobacco legislation in the HEI’s jurisdiction, as applicable
Illicit Smoking	Smoking in any form for the consumption of drug and is considered as drug abuse.
PTSD	Post-Traumatic Stress Disorder

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1. INTRODUCTION:

Drug abuse and smoking are harmful to people's health and the community's well-being. They also create economic and environmental problems. To combat this issue, the Federal Government has enacted laws such as the Control of Narcotics Substance Act, 1997, and the Drugs Act, 1976. These laws ban the possession and distribution of illegal drugs and alcohol, with severe penalties, including possible capital punishment, for those who break these laws.

According to the World Health Organization, over 8 million people die each year from using tobacco, and 1.2 million of these deaths are due to second-hand smoke. To address this, the Federal Government passed the Prohibition of Smoking and Protection of Non-smokers Health Ordinance, 2002. This law restricts smoking in public places and vehicles (except in designated areas) and bans the storage, sale, or distribution of tobacco near educational institutions. Anyone who breaks this law can face penalties as described in the Ordinance.

Universities and their affiliated institutes must follow all national laws and policies about drug and tobacco control. They should work together with psychologists, psychiatrists, social workers, NGOs, and others to tackle illegal drug and tobacco use.

To help reduce drug abuse and smoking, this policy follows the authority given to the HEC by the Higher Education Commission Ordinance, 2002. It applies to all higher education institutions (HEIs) in the country, both public and private. If HEIs do not follow the HEC's policies, they may face regulatory actions. This policy supports national and provincial laws on drug and tobacco use, including the Drugs Act, 1976, the Control of Narcotics Substances Act, 1997, the Drug Regulatory Act, 2012, and the Prohibition of Smoking in Enclosed Places and Protection of Non-smokers Health Ordinance, 2002.

1.1. Who Needs to Know this Policy?

All students, faculty, staff, and visitors on any property owned or controlled by Jinnah Medical College and Jinnah Teaching Hospital, Peshawar.

2. PURPOSE OF THE POLICY:

At the institutional level, this policy aims to follow the Higher Education Commission's Drug and Tobacco Control Policy for HEIs. It helps create a healthy and comfortable environment for all students, faculty, administrators, staff, visitors, and other members of the Jinnah Medical College and Jinnah Teaching Hospital community.

2.1. Aims:

- i. Create a safe and healthy environment by preventing and controlling drug and tobacco use on campus.
- ii. Promote wellness and prevent substance abuse within the college community.
- iii. Ensure compliance with laws and regulations on drug and tobacco control.

2.2. Objectives:

- i. Prohibit the possession, use, sale, and distribution of drugs and tobacco products on campus.
- ii. Educate students, faculty, and staff about the risks and consequences of drug and tobacco use.
- iii. Provide resources, support, and training for individuals struggling with drug addiction.
- iv. Establish clear procedures for reporting and addressing drug and tobacco-related incidents.
- v. Ensure that all members of the Institute community are aware of and comply with the policy.
- vi. Collaborate with local health organizations and authorities to address drug abuse issues.
- vii. Regularly review and update the policy to ensure its effectiveness and relevance.

3. POLICY:

3.1. Scope:

This policy applies to all students, faculty, staff, and visitors on the premises of Jinnah Medical College and Jinnah Teaching Hospital, Peshawar, including campuses, classrooms, hostels, playgrounds, libraries, laboratories, cafeterias, and transport areas.

3.2. Anti-Drug & Tobacco Control Committee (ADTC):

With this policy, the Jinnah Medical College (JMC), Peshawar has constituted an "Anti-Drug & Tobacco Control Committee (ADTC)" comprising of at least five members duly notified by the Principal – JMC.

3.3. Composition of the ADTC:

The committee shall be headed by the Principal or Senior most committee member and include:

- i. Principal (Chair)
- ii. Director of Student Affairs (Member)
- iii. One representative from Jinnah Teaching Hospital (Member)
- iv. One student representative appointed by the Institute (Member)
- v. Two members from the Students' Disciplinary Committee/Proctorial Board (one male and one female; the male member will also be the Secretary of the ADTC)

General Provisions for work of the ADTC:

- a. A quorum for meetings requires three members.
- b. If the Chair is absent, the senior most member will act as Chair.
- c. The Chair and members will serve a three-year term and cannot be re-appointed for more than one additional term.
- d. The Chief Executive Officer of JMC/JTH will appoint all ADTC members, including the student representative.

3.4. Roles and Responsibilities of the ADTC:

The ADTC is responsible for:

- i. Investigating and addressing any issues related to illegal drug use, sale, or distribution on campus.
- ii. Handling violations of the Institute's drug and tobacco policy.
- iii. Connecting students to rehabilitation services, including counseling and medical care.
- iv. Raising awareness about drug and tobacco abuse issues.
- v. Advising JMC on policy implementation.
- vi. Coordinating with relevant stakeholders both within and outside the Institute.
- vii. Working closely with hostel wardens to enforce the policy and managing students suspected of drug abuse or addiction.
- viii. Taking additional measures, such as blood testing, as needed

3.5. Focal Person for Drug and Tobacco Abuse:

The Director of Student Affairs, who is a member of the ADTC, will serve as the Focal Person for drug and tobacco issues. Furthermore;

- i. The Focal Person acts as the main contact for anyone in the Institute who needs help or wants to report drug abuse or smoking.
- ii. If a student, staff member, or faculty member needs medical or mental health support, or wishes to report an issue, they should contact the Focal Person.
- iii. The Focal Person will connect them to appropriate services or refer the issue to the ADTC for further investigation.

4. EFFORTS TO PREVENT DRUG AND TOBACCO ABUSE

Jinnah Medical College, Peshawar, is dedicated to preventing drug abuse, smoking, and illicit smoking on its premises. The Institute will take the following actions to support the ADTC and the Focal Person:

4.1. Awareness Raising Against Drug Abuse and Tobacco Consumption:

- a. **Drug Abuse:** JMC will use its website, pamphlets, student handbook, and prospectus to inform students, staff, and faculty about the legal and disciplinary penalties for drug possession, distribution, and sale.
- b. **Smoking:** No-smoking signs will be posted at building entrances and in visible areas to alert everyone that smoking is prohibited. Students will also be educated on the health risks of smoking.

4.2. Awareness Raising Strategies:

- i. **Orientation:** All new students and staff will attend a mandatory orientation session on drug and tobacco policies.
- ii. **Undertakings:** All students and staff, both new and existing, must sign an undertaking regarding the policy, which will be kept on record.
- iii. **Notices:** Policy warnings and punishments for violations will be displayed on notice boards in classrooms and departments.

- iv. **Campaigns:** Awareness campaigns, including seminars, workshops, and lectures, will be organized throughout the year with local authorities, NGOs, and rehab professionals.
- v. **Special Events:** Events will be held on June 26th (International Drug Abuse Day) and May 31st (World No Tobacco Day).

4.3. Activities and Programs:

- i. **Engagement:** Encourage participation in co-curricular and extra-curricular activities such as theater, community service, sports, and fitness to foster healthy lifestyles.
- ii. **Recognition:** Recognize students, faculty, and staff who excel in supporting this policy with certificates of appreciation on International Drug Abuse Day and/or World No Tobacco Day.
- iii. **Recreational Events:** Host events that promote drug-free and smoke-free environments.
- iv. **Other Programs:** Implement additional programs as determined by the ADTC.

4.4. Engaging Student Clubs and Societies:

- i. **Student Involvement:** Engage student societies in awareness activities and collaborate with governmental and non-governmental organizations working against drug abuse and tobacco consumption.
- ii. **Volunteering:** Provide opportunities for students to volunteer and support the ADTC's efforts through these partnerships.

5. SUPPORT FOR ADTC MEMBERS DEALING WITH DRUG AND TOBACCO CONTROL

Jinnah Medical College (JMC) is committed to helping students, faculty, and staff who struggle with drug or tobacco addiction. This section explains how JMC will provide the necessary support.

5.1. On campus counsellor/psychologist/psychiatrist:

Jinnah Medical College (JMC) will have a counselor, psychologist, or psychiatrist available to support students, staff, and faculty. They will help with problems like peer pressure and low motivation that can lead to drug and tobacco use. If someone is struggling with mental health issues like anxiety, depression, or Post-Traumatic Stress Disorder (PTSD), they can get help from these professionals. If more specialized help is needed, they will be referred to other support services. JMC keeps a list of these services to assist students further.

5.2. Coordination with Parents:

If a student's parents are notified according to Sections 7.1 or 7.2 of this policy, the Institute will work with them to provide the student with the needed help and support. This will help the student recover and return to their studies smoothly.

5.3. Helpline:

Jinnah Medical College has a helpline number for students, faculty, and staff. If someone is struggling with mental health issues or feel tempted to use drugs or tobacco, he/she can call this number. The person answering the call will connect the caller/those who seek support, to the on-

campus counselor, psychologist, psychiatrist, rehabilitation services, the Anti-Drug & Tobacco Committee (ADTC), or the Focal Person who can help.

5.4. De-stigmatization of Affected Students and University Members:

Students, faculty, and staff who use drugs may need medical and psychological help. Anyone seeking help for drug or tobacco addiction will get confidential support from the Focal Person, counselors, psychologists, psychiatrists, or the Anti-Drug & Tobacco Committee (ADTC). If a student needs medical care for drug use, the Institute will promptly inform the student's parents and work with them to ensure the student receives proper care.

6. COMPLAINT PROCEDURE:

6.1. Regular Inspection/Monitoring:

Campus security will regularly and randomly check areas like playgrounds, libraries, laboratories, and cafeterias to look for any illegal drug or tobacco use and stop any suspicious activities.

6.2. Training Programs:

Staff and faculty will be trained to spot signs of drug abuse. This way, they can report any concerns to the Focal Person to help keep students safe and healthy.

6.3. Complaint:

Anyone at the college - whether students, teachers, staff, or visitors—can write a complaint to the Principal's office about drug abuse, illegal smoking, or the sale/distribution of drugs or tobacco. The name of the person who makes the complaint will be kept secret. The Principal will send the complaint to the ADTC committee without sharing the reporter's name. The Focal Person will keep track of all complaints.

6.4. Initial Review:

Each complaint will be reviewed based on the provided information. Complaints with sufficient evidences will be investigated further by the ADTC.

6.5. Investigation:

The ADTC will investigate serious complaints using:

- i. Eyewitness testimony
- ii. Physical evidence (e.g., finding illegal substances, positive drug tests, or caught distributing drugs/tobacco)
- iii. Security camera footage
- iv. Personal hearings with the accused
- v. Random checks by campus security based on committee recommendations.

6.6. Decision:

The ADTC will handle and resolve all complaints within one month. They will send their decision in writing, and any penalties will be based on the guidelines in section 7 of this policy.

6.7. Appeal:

If someone disagrees with the decision, they can appeal within seven working days. The appeal should be submitted to the Principal's office, which will review and make a final decision within another seven working days.

6.8 False Complaint:

If the ADTC notices that someone made a false complaint on purpose, they may suggest that the Principal take disciplinary action against that complainant.

7. PENALTIES:

To stop/prevent drug abuse and smoking, JMC may apply these penalties:

7.1. Drug Abuse:

If someone at Jinnah Medical College is caught with drugs, the Anti-Drug & Tobacco Committee (ADTC) may take action based on the situation.

- i. First-Time Minor Offenses:** For first-time minor offenses, the ADTC may refer the person to the college counselor or psychologist for treatment. This referral will be documented, and the person must complete the treatment within a specified time.
- ii. Serious or Repeated Offenses:** If the violation is serious or happens repeatedly, the ADTC may suggest giving a warning or even suspending or expelling the person. If it's a student, their parents will be notified. We must also follow any legal reporting requirements.
- iii. Drug Distribution or Sale:** If someone is caught selling or distributing drugs, we will report them to the police and other relevant authorities.
- iv. Visitors:** If a visitor is found using drugs, campus security will report the incident to the police and other authorities immediately.

7.2. Smoking: For smoking-related violations, the ADTC may recommend the following penalties:

- i. First Offense:** If someone smokes for the first time, the ADTC may suggest giving them a warning letter and a notice of displeasure.
- ii. Second Offense:** For a second offense, the ADTC may suggest suspending the student for at least one week and informing their parents. Faculty and staff may face disciplinary action according to college rules.
- iii. Third Offense:** For a third offense or more, the ADTC may recommend a longer suspension and additional disciplinary actions for faculty and staff, based on the severity of the violation.
- iv. Visitors:** If a visitor is caught smoking, they will be fined Rs. 1,000 and may face further action as per anti-tobacco laws.
- v. Tobacco Sale/Distribution:** Anyone caught selling or distributing tobacco will be fined Rs. 5,000 and reported to the authorities.

8. ENFORCEMENT OF THIS POLICY

8.1. Survey/Feedback:

Every year, JMC will conduct a survey to gather feedback from students and staff about this policy. If the number of students is large, then a random sample of respondents will be selected to answer the survey. The QEC will review the survey results and share them with the Anti-Drug & Tobacco Committee (ADTC) for further actions.

8.2. Compliance Reports:

The JMC will send an annual report to the Higher Education Commission (HEC) by December 31st each year. This report will include the results of this survey and any other required information, following the format set by the HEC.

8.3. Policy Implementation:

ADTC Committee has been constituted by JMC and the Focal Person has also been appointed, as required by this policy. JMC will send a compliance report regarding this setup to HEC, including the names and positions of the appointed members. Helpline number and on-campus counselor has also been appointed.

8.4. HEC Evaluation:

Compliance with this policy may contribute to our Institute's ranking and performance evaluation.

UNDERTAKING FOR STUDENTS

Roll number/ Registration Number	
Program Title	
Name	
CNIC/CRC Number	
Contact Number	
Father/ Guardian's Name	
Father/ Guardian's Contact Number	
Gender	
Date of Birth	
Mark of Identification	
Blood Group	
Any Disability	
Any Existing Medical Problem or Mental-Health Issues	
Taking any Medicine on a Regular Basis (if yes, please give details)	

I _____ son/daughter of _____ certify that I am/shall not be involved in any kind of drug abuse (bringing into the campus/consuming or encouraging consumption of drug and narcotics substances) or the unlawful use of tobacco products at the HEI. The HEI is authorized to examine me for drug abuse at any time and to take any measure to ensure the implementation of its policies. Moreover, parents will be informed if I will be involved in any drug / tobacco related unlawful activity. Further, I have read and am aware of the provisions of the Higher Education Commission's Policy on Drug and Tobacco Abuse in Higher Education Institutions.

 Signature

Dated:___/___/____

 Signature of Father/ Guardian (for students)

Dated:___/___/____

Note: Please submit this undertaking form at the concerned office after joining the HEI. For current members of the HEI, please submit in accordance with the timelines prescribed by the HEI.

UNDERTAKING FOR FACULTY AND STAFF

Name	
Designation	
Department	
CNIC/CRC Number	
Contact Number	
Gender	
Date of Birth	
Mark of Identification	
Blood Group	
Any Disability	
Any Medical Problem or Mental-Health Issues	
Taking any Medicine on a Regular Basis (if yes, please give details)	

I _____ son/daughter of _____
 certify that I am/shall not be involved in any kind of drug abuse (bringing into the campus/consuming or encouraging consumption of drug and narcotics substances) or the unlawful use of tobacco products at the HEI. The HEI is authorized to examine me for drug abuse at any time and to take any measure to ensure the implementation of its policies. Further, I have read and am aware of the provisions of the Higher Education Commission's Policy on Drug and Tobacco Abuse in Higher Education Institutions.

 Signature

Dated: ____/____/____

Note: Please submit this undertaking form at the concerned office after joining the HEI. For current members of the HEI, please submit in accordance with the timelines prescribed by the HEI.