



DEPARTMENT OF THE NAVY
SPACE AND NAVAL WARFARE SYSTEMS COMMAND
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SPAWARINST 5100.13
08-43
24 Nov 2003

SPAWAR INSTRUCTION 5100.13

From: Commander, Space and Naval Warfare Systems Command

Subj: SPACE AND NAVAL WARFARE SYSTEMS COMMAND SMOKE-FREE
WORK ENVIRONMENT POLICY

Ref: (a) DoD Instruction 1010.15, Smoke-Free DoD
Workplace
(b) Executive Order 13058, Protecting Federal
Employees and the Public From Exposure to
Tobacco Smoke in the Federal Workplace
(c) SECNAVINST 5100.13C, Navy and Marine Corps
Tobacco Policy
(d) OPNAVINST 5100.23F, Navy Occupational Safety and
Health (NAVOSH) Program
(e) California Labor Code, Section 6404.5

1. Purpose. To provide revised policy and guidance per references (a) through (e) for a smoke-free work environment at SPAWARSYSCOM.

2. Cancellation. This instruction cancels previous SPAWAR policy on tobacco smoking control issued in SPAWARINST 5100.15 of 7 January 1993.

3. Applicability. This instruction applies to all personnel onboard SPAWARSYSCOM Old Town Campus (OTC). This includes all SPAWARSYSCOM and SPAWAR Systems Center (SSC) military and civilian personnel, and all visitors, contractors and personnel of other Agencies and businesses that operate in or visit SPAWARSYSCOM facilities.

4. Definitions. The definitions of reference (c) apply to this instruction.

5. Background. The Environmental Protection Agency (EPA) has classified Environmental Tobacco Smoke (ETS) as a known human lung carcinogen or "Group A" carcinogen under U.S. EPA's carcinogen classification system. Providing separation of smokers and nonsmokers within the same airspace may somewhat

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reduce, but does not eliminate ETS exposure. The health of all personnel must be protected by providing a safe, healthy and non-polluted workplace.

6. Policy. SPAWAR policy is to reduce tobacco use and protect personnel from involuntary exposure to ETS to the greatest reasonable extent possible. Where conflicts arise between the rights of nonsmokers and the rights of smokers, the rights of nonsmokers shall prevail. The objective is to establish appropriate environmental protective measures to ensure a safe, healthy, and unpolluted working environment. Specifically, smoking tobacco products is prohibited in all SPAWARSYSCOM controlled spaces. Additionally, the State of California by enacting reference (e) prohibited the smoking of tobacco products in all enclosed places of employment in this state.

7. Outdoor Smoking Areas. Smoking on OTC is only authorized in outdoor designated smoking areas. Designated smoking areas will not be located in areas commonly used by nonsmokers, and will not be in the immediate vicinity of supply air intakes or building entryways/egresses. The distance from building entryways/egresses to designated outdoor smoking areas will vary and be determined by site evaluations conducted by the SPAWARSYSCOM Staff Civil Engineer, Facilities Branch Manager and the SPAWARSYSCOM Safety Manager. When possible, designated smoking areas will be reasonably accessible, however current OTC facility structures and locations are not conducive to locating designated smoking areas under sheltered areas. Furthermore, due to the mild year round climate at OTC, no funds will be expended to construct smoking shelters. Locations of designated outdoor smoking areas will be indicated by appropriate signage and publicized to all personnel in a reasonable manner.

8. Action

a. The Facilities Office will maintain and publicize a designated smoking area map and provide receptacles at designated smoking areas.

b. Smokers will ensure that all tobacco products are discarded in appropriate receptacles. Makeshift receptacles are not authorized.

c. Violations of this policy shall be reported to the immediate supervisor and handled in the same manner as violations of any other personnel policy.

d. Supervisors will ensure adherence to this policy and address and resolve complaints for those personnel under their cognizance.

9. Social Environment. Creating a social environment that supports abstinence and discourages the use of tobacco products shall include the following:

a. Personal example by top leadership and command climate support for the implementation and adherence to this instruction.

b. Training and information on the health effects of tobacco per references (a) through (d).

/s/
K. D. SLAGHT

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