Khazar University

Smoke-Free Campus Policy

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Category: Health, Safety and Wellbeing

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1. Purpose and Scope

1.1 This Policy establishes a smoke-free learning, working and research environment at Khazar University. It aims to protect the University community and visitors from exposure to tobacco smoke and aerosol, promote health and wellbeing, and support responsible environmental practices.

1.2 The Policy applies to students, academic and administrative employees, researchers, contractors, service providers, visitors and participants in University activities, regardless of affiliation or status.

1.3 The Policy covers all buildings, classrooms, laboratories, libraries, offices, common areas, courtyards, sports facilities and other grounds controlled or operated by the University, as well as University-operated vehicles.

1.4 At activities hosted in facilities not controlled by the University, participants must comply with applicable legislation and the rules of the host venue. This Policy operates alongside relevant institutional health, safety, ethics and conduct requirements.

2. Smoke-Free Requirements

2.1 Smoking and the use of tobacco products are prohibited throughout University buildings and grounds, including outdoor spaces. No designated smoking area shall be established within University educational premises.

2.2 Prohibited products and practices include, but are not limited to:

- Cigarettes, cigars, pipes and other combustible tobacco products;
- Hookahs and waterpipes;
- Heated tobacco products and devices;

- Electronic cigarettes and vaping devices, in accordance with applicable law.

2.3 The sale, advertising, promotion or distribution of tobacco and vaping products on University-controlled premises or through University events is prohibited to the extent required by applicable law and University rules.

2.4 Cigarette butts and other smoking-related waste must not be discarded on University premises. Clear smoke-free signage shall be displayed at appropriate locations.

3. Responsibilities and Implementation

3.1 University management is responsible for ensuring that the Policy is adopted through the appropriate institutional approval process and supported through relevant administrative arrangements.

3.2 Relevant administrative and facilities units shall maintain visible notices, communicate operational requirements, and address recurring areas of non-compliance.

3.3 Deans, department heads and event organizers shall communicate the requirements to persons within their areas of responsibility and refer concerns through established University procedures.

3.4 All students, academic staff, contractors, and visitors are responsible for complying with the smoking prohibition, including in the outdoor courtyard located at the main entrance of the University, and for respecting the health and safety of others.

4. Awareness, Reporting and Compliance

4.1 The University shall communicate the Policy through appropriate channels, including its website, orientation materials, internal announcements and campus signage. Where practicable, information on evidence-based smoking cessation support may be shared.

4.2 Suspected violations is reported to the relevant dean, department head or responsible administrative unit. Reports should be handled respectfully and with appropriate discretion; good-faith reporting must not result in retaliation.

4.3 Persons observed smoking or vaping on University premises should be informed of the prohibition and requested to stop. Continued or repeated violations may be addressed under applicable student, staff, contractual and legal procedures.

4.4 Any response to non-compliance must be proportionate and consistent with applicable University procedures. Statutory enforcement measures remain the responsibility of competent public authorities.

5. Monitoring and Reporting

5.1 Implementation shall be monitored by the relevant administrative bodies through observation of campus conditions, signage checks, reports of non-compliance and stakeholder feedback, as appropriate.

5.2 Relevant findings and recommendations may be included in internal reports and used to improve communication, preventive measures and campus compliance.

6. Review and Legal Alignment

6.1 This Policy shall be reviewed at least once every five years, or earlier when required by changes in legislation, institutional arrangements or identified health and safety risks.

6.2 The Policy shall be implemented in accordance with the Law of the Republic of Azerbaijan “On Restriction of the Use of Tobacco Products” (Law No. 887-VQ, adopted on 1 December 2017), particularly Article 10.1.1, which prohibits smoking in educational institutions and on their premises, including outdoor areas within university grounds. The Policy shall also comply with subsequent amendments and other applicable national legislation.

6.3 In the event of inconsistency between this Policy and binding legal requirements, applicable legislation shall prevail. Amendments to this Policy are subject to the University’s established approval procedures.