

 GOVERNMENT OF DUBAI	Policy	 سلطة مدينة دبي الطبية Dubai Healthcare City Authority Regulatory - النطاق التنظيمي
	<b><u>DHCR HSE No Smoking Policy</u></b>	
Document DHCR22017		Review Date: 10 <sup>th</sup> October 2017
Issue Date: 10 <sup>th</sup> October 2017		Related Forms: <input type="checkbox"/> Yes <input type="checkbox"/> No

## No Smoking Policy

### Introduction

Dubai Healthcare City (DHCC) is a free zone committed to creating a health and wellness destination.

DHCC is committed to a smoke-free environment in the free zone to promote, create and sustain healthy communities and protect the rights of individuals. In addition, DHCC encourages smoking cessation for both employees and patients.

The Health Safety and Environment (HSE) Department at Dubai Healthcare City Authority – Regulatory (DHCR) plays a vital role in promoting the health and safety of all members of the DHCC Community, ensuring partners take proactive measures to prevent the occurrence of avoidable emergencies and incidents.

### Purpose

In accordance with Federal Law No. (15) of 2009 and Cabinet Decision No. (24) of 2013, and other relevant laws, regulations and international evidence-based best practices, DHCR strives to provide a healthy, tobacco-free environment for all. DHCR also provides guidance to support initiatives that help reduce tobacco-related morbidity and mortality among staff, patients and the broader community at DHCC.

DHCR's No Smoking Policy aims to provide clear direction and compliance within applicable guidelines, laws and regulations.

All premises within the DHCC free zone are smoke free unless specified. Business partners may choose to prohibit smoking in open areas of their facilities at their own discretion

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The policy shall be read together with the below references:

#### REFERENCES:

- Federal Law No 15 of 2009
- Executive Order No. 24 of 2013
- Local Order 11 of 2003
- Resolution (92) Regulation Smoking in Public Places
- UAE Federal Law Number 24 of 1999
- UAE Ministry of Health and Prevention - Ministry Circular #1, 1996, 'Banning smoking in all the healthcare facilities under the ministry'.
- The World Health Organization (WHO) - WHO Framework Convention on Tobacco Control, Geneva, Switzerland; WHO Document Production Services, 2005
- DHCC HSE Approved Code of Practice
- DHCA Law No. 9 of 2011
- DHCR Standard of Violations Management and Enforcement
- DHCR Policy and Procedure of Violations Management

#### Scope

DHCR's No Smoking Policy applies to all members of the DHCC Community including clinical and non-clinical partners, employees, patients, visitors and contractors. The policy is applicable to all property (buildings owned or occupied); premises including residential accommodation; and businesses located within the DHCC free zone. The policy aims to:

- Provide a safe and healthy environment within DHCC.
- Protect staff and stakeholders from the exposure to passive smoking.
- Enhance the quality of the air and outdoor spaces.
- Comply with the rules and regulations of the UAE and the Emirate of Dubai.

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## Definitions

<b>Tobacco:</b>	Tobacco plants of all types and factions, and parts of the roots and stems, leaves and fruits, seeds, green or dried.
<b>Tobacco products:</b>	Products which consist wholly or partly from tobacco leaves as raw material, whether whole, sliced or chopped, and whether in their natural state or mixed with other materials or tobacco in any form or any other material with a tobacco component.
<b>Tobacco use:</b>	Tobacco use by smoking or chewing, inhalation or absorption or used for the purpose of smoking or tobacco use.
<b>Advertising &amp; promotion:</b>	Promoting plants grown for tobacco and tobacco products through any of the print media and broadcast directly or indirectly, or any other means to encourage the trading and increase the number of users to it.
<b>Public area/space:</b>	Place prepared to receive the public or a certain category of people for any purpose.
<b>Enclosed public places:</b>	Public space, which has the form of building integrated air, and public transport.

## Policy

Business Partners must adhere to the below:

- 'No Smoking' sign/s should be placed in all the facilities where smoking is prohibited.
- A copy of the No Smoking Policy must be available in all the units.
- Violations of the No Smoking Policy should be referred to DHCR at the time of the offense.
- An incident report must be raised to DHCR HSE for any smoking-related issue.
- Compliance to this policy is mandatory.
- Visitors will be informed of this policy through appropriate signage.

## Responsibility

- Clinical and non-clinical partners and their employees as well as contracted staff should adhere to the No Smoking Policy.

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- All new staff shall be oriented on the No Smoking Policy as part of general staff orientation program.

## **Procedure**

### **Smoking prohibition zones**

Smoking is prohibited in clinics, medical centers, hospitals, restaurants, cafeterias, hotels, office buildings, commercial buildings, companies, housing compounds, public institutions, with the exception of places in which smoking is permitted under Resolution (92) Regulation.

Smoking is not permitted in any of the premises, including the parking areas for any closed indoor spaces, as per UAE federal law.

Under Resolution (92) of Smoking in Public Places, ashtrays must be removed from all places in which smoking is prohibited; and shisha smoking is totally prohibited in gardens and public parks.

### **Security patrols**

Security have been deployed in public institutions and instructed to remind the public of applicable smoking regulations. They must take the necessary measures to prevent such violations and engage with frequent visitors (when possible) to highlight the risks of smoking and encourage compliance with this policy.

### **Enforcement**

The policy prohibits the use of tobacco products in all areas belonging to clinics, patient rooms, wards, labs, pharmacies, offices, meeting rooms, halls, lobbies, cafeterias, shops, storage areas, bathrooms, corridors, gyms, stairs, and parking lots within the premises of the building and outside.

- It is prohibited to advertise tobacco products within the DHCC free zone.
- It is the responsibility of the Business Partners to inform patients and visitors of the No Smoking Policy at the time of admission or outpatient appointments.

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- It is prohibited to smoke in closed public spaces.
- It is prohibited to dispose cigarettes in anything other than fire-proof cigarette bins.
- It is prohibited to allocate any equipment for the sale of tobacco products.
- It is prohibited for licensed cafés (or equivalent) to offer any types of tobacco or its products inside residential buildings.

### **Compliance**

Each partner, investor and/or occupier of units must ensure that:

- No smoking signs are clearly visible at all entrances throughout the facility.
- No Smoking Policy is displayed at the main entrance of every unit.
- Staff is informed of the No Smoking Policy at the time of recruitment and orientation.
- Staff who wish to smoke may only do so at designated smoking areas or as authorized.
- Individuals who are in violation of the No Smoking Policy may face penalty/fines.

### **Designated smoking shelters**

Once a permit for smoking areas has been approved by Dubai Municipality, partners must adhere to the following:

- Designated smoking shelter or area must be placed at a distance of 25 feet / 7.62 meters at a minimum distance outside the entrances or perimeter of a building.
- An assessment for a designated smoking shelter must consider the environment and assess the fire and life safety risk and review the hazards associated with the location.
- Designated smoking shelters have to include fire-proof bins that are not located close to trees, bushes, chemicals, medical gas storage or any flammable or combustible material.

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- No one below the age of 21 is permitted in designated smoking areas.
- All designated smoking areas must not cause any harm or annoyance to the adjacent areas.
- All tobacco-related material must be extinguished when finished and disposed in designated fire-proof cigarette bins.

### **Signage**

All designated smoking shelters or areas must have clear signage (posters) at the entrance of the smoking area and access to fire extinguishers.

### **Prohibition in enclosed and internal areas**

#### **Internal areas**

#### **How to define an internal area?**

An internal area in relation to any premises means (an area within or on the premises) that, when all its doors, windows, and other closeable openings are closed, is completely or substantially enclosed by ceiling, roof or similar overhead surface; walls, sides, screens, or similar surfaces; and respective openings.

#### **Internal smoking prohibition**

Areas in which smoking is prohibited:

- Entrances
- Walkways
- Lifts and escalators
- Staircases
- Lavatories
- Amusement and entertainment areas
- Workplace of employees
- Offices
- Cinemas
- Meetings and conference halls

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- Stores
- Food courts
- Prayer rooms and ablution places
- Enclosed car parking
- All shops and showrooms
- Reception, lobby and waiting areas
- Rest areas
- Places close to food self-service locations

Dubai Municipality has the authority to restrict smoking at any place where smoking may be considered to cause harm to non-smokers, increasing the risk of passive smoking or restrict smoking as a means of changing conduct of minor persons.

### **External areas**

An external area in relation to any premise is not an internal area and if deemed an 'open area', may be considered appropriate for smoking. (Only if the premise is not prohibited from smoking.)

### **How to define an external area?**

- Does the space have a roof? (If not, then by definition it is an open area.)
- Does the space have only one wall and a roof? (If yes, then in all likelihood it will be an open area.)
- If the space has three walls and a roof, it may not meet the open area definition.
- If an opening can be closed, then it is deemed to be closed

### **Facilities with smoking prohibition**

All learning institutions shall strictly implement an over-all No Smoking Policy within the entire area to include internal and external signage (with all its related service areas) premises.

### **Education and awareness**

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Educate employees, patients, visitors and guests through following, as examples:

- Awareness sessions
- Training courses for employee's/ smoking cessation clinics
- Feedback sessions for employees
- Newsletter, staff emails
- Signs, displays and leaflets
- Flyers/posters in waiting areas
- News releases All healthcare facility staff should participate in mass awareness campaign against cigarette smoking

### **Violations**

All violations shall be held legally accountable according to local order No. (11) concerning the public health and safety of community. Persons who smoke in a prohibited area may face a fine of AED 1,000 from Dubai Municipality as well as a penalty sanction from DHCR.