

國立中興大學校園菸害防制計畫

Campus Tobacco Hazards Prevention and Control Program of National Chung Hsing University

112 年 6 月 14 日 111 學年度第 2 學期學校衛生委員會通過

Passed by the 2022 academic year 2nd semester School Sanitation Committee on June 14, 2023.

壹、依據

I. Basis

依據「菸害防制法」、「學校衛生法」及教育部 112 年 05 月 23 日修正「校園菸害防制實施計畫」訂定本計畫。

This plan is formulated according to *Tobacco Hazards Prevention Act*, *School Health Act* and *Campus Tobacco Hazards Prevention Implementation Program* revised by Taiwan Ministry of Education on May 23rd, 2023.

貳、目的

II. Purpose

為培養教職員工生自主健康管理的良好習慣，透過校內、外各項宣導活動，防制吸菸行為及新興菸品（如電子煙）等危害，維護及促進全體教職員工生健康，建立無菸校園環境。

In order to cultivate the good habit of autonomous and healthy management of faculty members, staff members and students, prevent and control hazards of smoking behavior and emerging cigarettes (e.g. electronic cigarettes), etc., maintain and promote health of all faculty members, staff members and students, and build smoke-free campus environment through various propaganda activities.

參、計畫目標

III. Program Target

一、降低學生吸菸率。

1. Reduce smoking rate of students.

二、降低教職員工吸菸率。

2. Reduce smoking rate of faculty members and staff members.

三、降低學生暴露於校園二手菸比率。

3. Reduce students' exposure rate to campus second-hand smoking.

四、建立校園拒菸氛圍，維護教職員工生健康。

4. Create campus tobacco-free atmosphere and maintain health of faculty members, staff members and students.

肆、具體作法

IV. Concrete Methods

一、菸害防制政策

1. Tobacco Hazards Prevention and Control Policy

(一) 配合健康促進學校計畫與教育部菸害防制計畫，由「學校衛生委員會」訂定校園菸害防制計畫，推動校園菸害防制工作。本校菸害防制推動分工表如附檔一。

(1) In line with *Health Promotion Program of the University* and *Tobacco Hazards Prevention and Control Program of Taiwan Ministry of Education*, School Health Committee shall formulate campus tobacco hazards prevention and control program, and advance campus tobacco hazards prevention and control work. Tobacco hazards prevention and control division table of the University is shown in Attachment 1.

(二) 校園內全面禁菸(紙菸、電子煙、各類菸品)，若發現攜帶或吸食電子菸者，得請本校駐警隊規勸與制止。

(2) Tobaccos (including cigarettes, electronic cigarettes and various cigarettes) are completely forbidden on the campus. If anyone is found carrying or vaping electronic cigarettes, the security guards of the University are allowed to exhort and prevent them.

(三) 訂定菸害事件處理流程，本校菸害處理流程如附檔二。

(3) Tobacco hazards incidents handling flow shall be formulated. Tobacco hazards handling flow of the University is shown in Attachment 2.

(四) 積極倡導戒菸活動、校園不販售菸品及設置吸菸區，維護無菸校園環境。

(4) Smoking cessation activities shall be advocated actively. It is not allowed to sell cigarettes or set up smoking areas on the campus, and smoke-free environment shall be well maintained.

(五) 結合臺中市衛生局、南區衛生所及本地醫療機構，不定期辦理教職員工生 CO 檢測。

(5) Cooperations shall be carried out with Health Bureau of Taichung City Government, Southern District Public Health Center and local medical institutions to carry out CO examination on faculty members, staff members and students irregularly.

二、菸害防制教育

2. Tobacco Hazards Prevention and Control Education

(一) 健康教育教師、護理人員、輔導人員等，參加有關戒菸教育及生活技能之培訓課程，對於種子教師推動戒菸教育績效優良者予以獎勵。

(1) Teachers, nursing personnel and guidance personnel for health education shall take training courses about smoking cessation and life skills. Seeded teachers with excellent performance in promoting smoking cessation education shall be rewarded.

(二) 針對有意願戒菸之教職員工生提供戒菸相關服務及資源或轉介至專業戒菸醫療機構。

(2) For faculty members, staff members and students who are willing to give up smoking, relevant services and resources shall be provided, or they can be provided with referral service to professional smoking cessation medical institutions.

(三) 辦理或結合衛生與醫療等機構相關資源，對吸菸學生實施戒菸教育活動，包括戒菸教育團體課程及個別輔導等。

- (3) Smoking cessation education activities shall be implemented to smoking students, including smoking cessation education group course and individual coaching, by handling with or combining relevant resources of sanitary and medical institutions and other institutions.
- (四) 與本地之戒菸治療機構合作，轉介校內有吸菸之教職員工生接受戒菸諮商與戒菸治療。
- (4) Cooperations shall be carried out with local smoking cessation treatment facilities to provide referral service to faculty members, staff members and students for smoking cessation counseling and treatment.

三、營造無菸環境

3. Create Smoke-free Environment

- (一) 確實遵守菸害防制法，訂定本校室內、外場所禁止吸菸的管理規範，以建構無菸害校園環境。
- (1) Formulate no-smoking management regulations for indoor and outdoor places of the University by exactly following *Tobacco Hazards Prevention Act* to create smoke-free campus environment.
- (二) 加強健康無菸校園環境布置，如張貼禁菸警語、海報及布條等相關標語。
- (2) Strengthen setting of healthy and smoke-free campus environment, such as posting no-smoking warnings, posters, banners and other relevant slogans.
- (三) 加強校園安全巡邏稽查，取締學生之吸菸行為，並嚴禁校內便利商店及販賣物品之廠商在校園內販賣各式菸品。
- (3) Intensify campus safety patrol inspection and forbid smoking behavior of students. Campus convenience stores and outsourcers are strictly banned to sell various cigarettes on campus.
- (四) 與廠商簽訂契約時，增訂禁止於校園內吸菸等條款，落實遵照菸害防制相關規定。
- (4) When concluding contracts with outsourcers, articles like banning smoking on campus shall be added. Such articles shall be performed according to relevant stipulations about tobacco hazards prevention and control.

四、菸害防制工作要項

4. Important Matters of Tobacco Hazards Prevention and Control

- (一) 教職員工應以身作則反菸、拒菸，並對所屬班級加強宣導，在校園若發現吸菸之學生，宜給予勸導或依本校學生菸害事件處理流程辦理，教職員工違規部份，請主政單位填具獎懲建議表，統一簽報首長核定後，移請人事室依本校職員獎懲要點提送考績委員會審議。
- (1) The faculty and staff shall lead by example to object to smoking and refuse to smoke, and propagandize affiliated classes of them. If a student is found smoking on campus, they shall be exhorted or handled according to tobacco hazards handling flow for the student of the University. As for violation of the faculty members and staff members, the major administrative unit will be responsible for filling in reward and punishment opinion forms. After such forms are uniformly signed and approved by the head of the University, such

forms shall be transferred to the Office of Personnel and then submitted to Merit Rating Committee for deliberation according to *National Chung Hsing University Guidelines for Staff Rewards and Penalties*.

(二) 各學院應對區域內違反菸害防制法者依菸害事件處理流程辦理，各系責任區域由各學院自行決定劃分。

(2) For anyone who violates *Tobacco Hazards Prevention Act*, all colleges shall deal with violators in line with tobacco hazards handling flow. Responsible areas of all departments shall be divided at sole discretion of all colleges.

伍、預期效益

V. Expected Benefits

一、建構教職員工生無菸支持性環境。

1. Create smoke-free supportive environment for faculty members, staff members and students.

二、發展學生族群拒菸及戒菸之個人技巧。

2. Develop personal skills for student groups to refuse to smoke and abandon smoking.

三、提供教職員工生多元、可近之戒菸服務。

3. Provide diversified and accessible smoking cessation services to faculty members, staff members and students.

陸、本計畫經學校衛生委員會議通過後實施，修正時亦同。

VI. This Program is implemented after being approved by School Health Committee. It is the same with revision.

附件一 國立中興大學菸害防制分工表

Attachment 1. Tobacco Hazards Prevention and Control Division Table of National Chung Hsing University

單位/職稱 Unit/Professional Title	分工職掌 Division of Responsibilities
校長 President	校園菸害防治指揮 Commander of campus tobacco hazards prevention and control.
教務處 Office of Academic Affairs	將校園禁菸、菸品危害與戒菸等議題融入專業課程或通識課程教學。 Incorporate campus no-smoking rules, tobacco hazards, smoking cessation and other subjects into teaching of professional courses or general education curriculum.
學生事務處 Office of Student Affairs	<p>【健康及諮商中心】 [Health and Counseling Center]</p> <ol style="list-style-type: none"> 1. 推動校園菸害防制之衛生教育與宣導計畫。 1.Promote sanitation education and propaganda programs of campus tobacco prevention and control. 2. 提供戒菸醫療諮詢及轉介鄰近醫療院所戒菸門診。 2. Provide smoking cessation medical consultation and referral service to smoking cessation clinic of adjacent medical institutions. 3. 提供接受戒菸治療之心理支持與輔導。 3. Provide psychological support and counseling about acceptance of smoking cessation treatment. 4. 協助衛生單位稽查校內菸害防制工作。 4. Assist sanitation units to inspect campus tobacco hazards prevention and control work. <p>【學生安全輔導室】 [Student Safety Division]</p> <ol style="list-style-type: none"> 1. 師生反映菸害問題通報窗口。 1. Serve as tobacco hazards issues reporting and disclosure window for teachers and students. 2. 學生校內吸菸行為之規勸與制止。 2. Exhort and prevent students who are smoking on campus. <p>【住宿輔導組】 [Student Housing Service Division]</p> <ol style="list-style-type: none"> 1. 協助宿舍區內菸害防制之衛生教育與宣導。 1. Assist with sanitation education and propaganda about tobacco hazards prevention in dormitory area. 2. 住宿生吸菸行為之規勸與制止。 2. Exhort and prevent students who are smoking in dormitories. 3. 宿舍區內不得出現菸品宣傳相關內容。 3. Content related to cigarettes advertisement is not allowed to appear in the dormitory area. <p>【課外活動組】 [Extracurricular Activities Division]</p> <ol style="list-style-type: none"> 1. 管理學生社團不得出現菸品宣傳相關內容。 1. Regulate students' societies to avoid appearance of content related to

	<p>cigarettes propaganda.</p> <p>2. 轄下場地內吸菸行為之規勸與制止。</p> <p>2. Exhort and prevent students who are smoking in places under the jurisdiction of this division.</p> <p>【生活輔導組】</p> <p>[Student Life Division]</p> <p>學生違規在校園內吸菸經勸導無效者，依相關規定懲處。</p> <p>Students who violate regulations to smoke and refuse to cooperate shall be punished in line with relevant stipulations.</p>
<p>總務處</p> <p>Office of General Affairs</p>	<p>【事務組】</p> <p>[Division of Business Engagement]</p> <p>1. 撤除吸菸區暨相關設施。</p> <p>1. Dismantle smoking area and relevant facilities.</p> <p>2. 校內建築物與公共設施禁菸標誌、標線、設施之設立。</p> <p>2. Set up no-smoking signs, markings and facilities at buildings and public facilities in the University.</p> <p>3. 駐衛警隊辦理校園巡查、勸阻、糾舉違規吸煙者。</p> <p>3. Security guards conduct campus patrol, dissuade, picket and report smokers who violate no-smoking rules.</p> <p>【資產經營組】</p> <p>[Division of Property Operation Management]</p> <p>1. 管理校園商店、自動販賣機不得販售菸品或與吸菸有關之器物。</p> <p>1. Selling tobacco products or smoking-related objects is prohibited at all shops and vending machines on campus.</p> <p>2. 外包廠商及其相關工作人員之菸害防制教育宣導及其吸煙行為規勸與制止。</p> <p>2. Conduct tobacco hazards prevention and control education and propaganda on contractors and staff thereof, exhort and prevent outsourcers and staff thereof who are smoking.</p> <p>【營繕組、採購組】</p> <p>[Division of Construction and Maintenance & Division of Procurement]</p> <p>1. 與廠商簽訂契約時，增訂禁止於校園內吸菸等條款，督導廠商於校內應遵照菸害防制相關規定。</p> <p>1. When concluding contracts with outsourcers, banning smoking on campus and other articles shall be added, and outsourcers shall be under their supervision to follow regulations related to tobacco hazards prevention and control on campus.</p> <p>2. 外包廠商及其相關工作人員之菸害防制教育宣導及其吸煙行為規勸與制止。</p> <p>2. Conduct tobacco hazards prevention and control education and propaganda on outsourcers and staff thereof, exhort and prevent outsourcers and staff thereof who are smoking.</p>
<p>研究發展處</p> <p>Office of Research and Development</p>	<p>修訂本校「學生校外實習合約書參考範例」，增列實習機構宣導未滿二十歲者禁止進入吸菸區及避免遞菸行為。</p> <p>Revise “Students Off-campus Internship Contract Reference Example” of the University and add the article that internship institutions shall propagandize that people below 20 years old are forbidden to enter the smoking area and shall avoid behavior of passing cigarettes.</p>

國際事務處 Office of International Affairs	協助外籍生菸害防制之宣導。 Assist in promotion of tobacco hazards prevention and control among foreign students.
人事室 Office of Personnel	本校教職員成功戒菸之獎勵或有違反菸防治法之懲處者，請主政單位填具獎懲建議表，統一簽報首長核定後，移請人事室依本校職員獎懲要點提送考績委員會審議。 With regard to rewards for successful smoking cessation of the faculty and staff of the University and punishment for violating tobacco prevention and control method, the major administrative unit shall be responsible for filling in reward and punishment opinion forms. After such forms are uniformly signed and approved by the head of the University, such forms shall be transferred to the Office of Personnel and then submitted to Merit Rating Committee for deliberation according to <i>National Chung Hsing University Guidelines for Staff Rewards and Penalties</i> .
環境保護暨安全 衛生中心 Occupational Safety and Health and Environmental Protection Center	1. 教職員工菸害防制之衛生教育與宣導。 1. Sanitation education and propaganda of tobacco hazards prevention and control to the faculty and staff. 2. 協助環保單位稽查校內菸害防制工作。 2. Assist environmental protection agencies to inspect campus tobacco hazards prevention and control work
體育室 Office of Physical Education and Sports	1. 轄下體育場地內吸菸行為之規勸與制止。 1. Exhort and prevent those who are smoking in sports playgrounds under the jurisdiction of this Office. 2. 轄下場地不得出現菸品宣傳相關內容。 2. Content related to cigarettes advertisement is not allowed to appear in places under the jurisdiction of this Office.
圖書館 Library	1. 圖書館內吸菸行為之規勸與制止。 1. Exhort and prevent those who are smoking in the library. 2. 圖書館內不得出現菸品宣傳。 2. Cigarette advertisement is not allowed to appear in the library.
各院、系、所、 處、室 All Colleges, Departments, Institutes, Divisions and Offices	1. 所屬大樓內設置禁菸標示並管理不得出現菸品宣傳相關內容。 1. Set up no-smoking signs in affiliated buildings. Smoking content related to cigarettes advertisement is not allowed to appear. 2. 所屬系館、單位、場地內吸菸行為之規勸與制止。 2. Exhort and prevent those who are smoking in affiliated departments, units and places. 3. 管理所屬系館、單位、場地內不得販售菸品或與吸菸有關之器物，亦不得出現菸品宣傳相關內容。 3. Selling tobacco products or smoking-related objects is prohibited in affiliated departments, units and places. 4. 所屬師生菸害防制之衛生教育與宣導及其校內吸菸行為之規勸與制止。 4. Conduct sanitation education and propaganda of tobacco hazards prevention and control, and exhort and prevent subordinate teachers and students who are smoking.

國立中興大學
違反校園禁菸規定處理流程圖

