



## **SMOKE-FREE POLICY**

**Prishtinë, 2024**

---

## **1. Introduction**

UNI – Universum International College is committed to providing a safe and healthy environment for all students, faculty, staff, and visitors. In accordance with our commitment to promoting well-being and in compliance with the policies outlined in the Student Handbook 4465/1, UNI -Universum International College has established a smoke-free policy. Furthermore, we aim to apply the highest standards guaranteed by the Constitution of the Republic of Kosovo, the Law on Tobacco Control No. 04/L-156. This Policy Review Report evaluates the existing Smoke Free Policy (2023).

## **2. Policy Statement**

Smoking is prohibited in all premises, both indoor and outdoor, of UNI - Universum International College campuses. This policy applies to all individuals, including students, faculty, staff, contractors, and visitors.

## **3. Definitions**

Smoking: The act of inhaling, exhaling, burning, or carrying any lighted tobacco product, electronic nicotine delivery system (e-cigarettes), or any other substance in any form, including but not limited to cigarettes, cigars, pipes, hookahs, and vape devices.

## **4. Smoking Prohibition**

4.1. Indoor Areas: Smoking is strictly prohibited within all indoor areas of UNI - Universum International College campuses. This includes classrooms, offices, hallways, restrooms, and any other enclosed spaces.

4.2. Outdoor Areas: Smoking is also prohibited in all outdoor areas of UNI - Universum International College campuses, including but not limited to courtyards, sidewalks, parking lots, and outdoor seating areas.

## **5. Compliance**

All members of the UNI - Universum International College community, including students, faculty, staff, contractors, and visitors, are expected to comply with this smoke-free policy. Failure to comply with this policy may result in disciplinary action.

## 6. Smoking Cessation Support

UNI - Universum International College recognizes that smoking cessation can be challenging, and we are committed to supporting individuals who wish to quit smoking. We offer resources and information on smoking cessation programs and services available in the local community.

## 7. Communication and Awareness

UNI - Universum International College will take appropriate measures to inform all members of the community about this smoke-free policy through signage, orientation programs, and communication channels. We encourage everyone to promote a smoke-free environment by respectfully reminding others of the policy when necessary.

## 8. Penalties

All those who do not respect the policy will receive a fine of 50 euros. This fine will be implemented by the Office of Human Resources, which will issue a written form that will document the fine.

## 6. Policy Review and Approval Process.

This policy will be reviewed on a regular basis by the Academic Council within the period of three years. This policy might be reviewed earlier than three years if it is requested by 2/3 of the Academic Council, by the President of the UNI and Board of Directors of the UNI.

This policy was approved by the Academic Council of UNI – Universum International College.

This policy was reviewed in January 2024.



A handwritten signature in black ink, appearing to read "Isabel Salvat", is written over a horizontal line.

**Prof. Dr. Isabel Salvat**

*Vice President for Academic Affairs & Dean*

*Chair of the Academic Council*