



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS NATIONAL CAPITAL REGION
MARINE CORPS BASE QUANTICO
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QUANTICO, VIRGINIA 22134-5001

MCINCR-MCBQO 5353.1D
B 013
21 Apr 16

MARINE CORPS INSTALLATIONS NATIONAL CAPITAL REGION-MARINE CORPS BASE QUANTICO
ORDER 5353.1D w/ch 1

From: Commander
To: Distribution List
Subj: SMOKE-FREE WORKPLACE

Ref: (a) SECNAVINST 5100.13E
(b) 21 U.S.C. § 321(rr)(1)
(c) 18 U.S.C. § 13 (Assimilative Crimes Act)

1. Purpose. To issue instructions for a smoke-free workplace and tobacco prevention program and establish regulations prohibiting the use of tobacco products, including electronic cigarettes, in specific Department of the Navy (DON) facilities aboard Marine Corps Installations National Capital Region-Marine Corps Base Quantico (MCINCR-MCBQ) as outlined in the provisions of references (a) and (b).

2. Summary of Revision. This Order has been reviewed and administratively revised to reflect a change of Commander's signature.

3. Applicability

a. All DoD military and civilian personnel, including appropriated and non-appropriated fund employees, as well as family members, visitors, volunteers, or contractors, when in DON facilities.

b. Civilian smokers wishing to participate in smoking cessation programs sponsored by the Semper Fit Center may do so by using their sick or annual leave. Managers and supervisors will continue to encourage and support employee participation in such programs.

c. This Order does not cancel or supersede other instructions wherein tobacco use is controlled because of fire, explosive, or other safety considerations.

4. Information

a. Reference (a), the "Navy and Marine Corps Tobacco Policy," provides policy and program guidance for the control and reduction of tobacco use within the DON. That policy prohibits the use of tobacco products in any DON facility, except as specifically authorized. Reference (b), the "Tobacco Control Act," defines a "tobacco product" as "any product made or derived from tobacco that is intended for human consumption."

b. DON Facility. Any interior space owned, leased or controlled by DON, including any Navy or Marine Corps space, building, facility, floating unit, aircraft or vehicle.

c. Electronic Cigarette. An electronic cigarette, also known as an e-cigarette or personal vaporizer, is a battery-powered device which provides inhaled doses of nicotine by way of a vaporized solution. It is an alternative to smoked tobacco products, such as cigarettes, cigars, or pipes. In addition to purported nicotine delivery, this vapor also provides a flavor

and physical sensation similar to that of inhaled tobacco smoke, while no smoke or combustion is actually involved in its operation.

d. Tobacco Products. As explained in references (a) and (b), tobacco products include any product made or derived from tobacco that is intended for human consumption, and includes the use of smoking (e.g., cigarettes, electronic cigarettes, cigars, pipes) and smokeless tobacco (e.g., nicotine oils, spit, plug, leaf, snug, dip, chew).

e. Guidelines for providing smoking areas are as follows:

(1) Smoking is not permitted in any common spaces of multiple housing units (e.g., family housing apartment complexes, bachelor quarters, temporary lodging facilities, etc.) or any space within a building common to all occupants and visitors, such as corridors, elevators, lobbies, lounges, stairways, rest rooms, cafeterias, snack bars, barber shops, laundry rooms, etc.

(2) Outdoor areas for smoking will not be in areas commonly used by nonsmokers and will not be in the immediate vicinity of air supply intakes or building entry ways/ egresses. Leaders will designate outdoor smoking areas, when possible, which are reasonably accessible to employees and provide a measure of protection from the elements.

(3) Smoking areas will be identified by clearly displayed signs.

(4) Smokers will be required to police and keep designated smoking areas clean and hazard free.

f. Use of Smokeless Tobacco. The use of smokeless tobacco is prohibited in all DON facilities to include vehicles, and during briefings, meetings, classes, formations, inspections, and while on watch.

5. Action

a. Leaders responsible for buildings aboard MCINCR-MCBQ will:

(1) Designate smoking only in outdoor areas as described in paragraph 5e(2) above.

(2) Follow the guidelines contained in this Order for establishing a smoke-free workplace.

b. The Director, Semper Fit Center will continue to promote tobacco cessation program and provide tobacco prevention classes to civilian and military personnel.

c. The Head, Human Resources and Organizational Management - Quantico will ensure that labor relations obligations are discharged per the Master Labor Agreement.

6. Policy

a. All tobacco products, to include electronic cigarettes, are subject to the regulations pertaining to tobacco.

b. The use of tobacco products in DON facilities aboard MCINCR-MCBQ is prohibited.

c. Tobacco products will only be used in designated tobacco use areas.

7. Punitive Effect. Violation of this order by military personnel is

punishable as an offense under Article 92 of the Uniform Code of Military Justice. Violation by any other person may subject the violator to adverse administrative action, debarment from the installation, and/or prosecution under reference (c).

X *Allen D. Broughton*

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Chief of Staff
Signed by: BROUGHTON.ALLEN.DALE.1168122922

DISTRIBUTION: A