

VIRGINIA MILITARY INSTITUTE  
Lexington, Virginia

GENERAL ORDER)  
NUMBER 45)

23 August 2019

**POLICY FOR USE OF TOBACCO PRODUCTS, NICOTINE VAPOR  
PRODUCTS, AND ALTERNATIVE NICOTINE PRODUCTS**

1. **Purpose:** To provide a safe and healthy environment for both cadets and employees of Virginia Military Institute, as it relates to the use of tobacco products.
2. **Definitions:** This policy refers to all tobacco products, nicotine vapor products, and alternative nicotine products.
  - a. "Tobacco product" means any product made of tobacco and includes cigarettes, cigars, smokeless tobacco, pipe tobacco, bidis, and wrappings.
  - b. "Nicotine vapor product" means any noncombustible product containing nicotine that employs a heating element, power source, electronic circuit, or other electronic, chemical, or mechanical means, regardless of shape or size, that can be used to produce vapor from nicotine in a solution or other form. "Nicotine vapor product" includes any electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device, and any cartridge or other container of nicotine in a solution or other form that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device.
  - c. "Alternative nicotine product" means any noncombustible product containing nicotine that is intended for human consumption, whether chewed, absorbed, dissolved, or ingested by any other means.
3. **Applicability:** This policy applies to all cadets, employees, visitors, contractors and all other individuals on VMI property. The policy for cadets is in accordance with Blue Book Regulations.
4. **Policy:**
  - a. Use of tobacco products, nicotine vapor products, and alternative nicotine products in VMI-owned or leased buildings, covered walkways, temporary enclosed structures, trailers, and tents as well as structures placed on state-owned property by contractors or vendors is prohibited.
  - b. Use of tobacco products, nicotine vapor products, and alternative nicotine products in VMI-provided vehicles is prohibited.
  - c. Purchase, possession of tobacco products, nicotine vapor products and alternative nicotine products by a person under 21 years of age is prohibited. Selling or providing tobacco products, nicotine vapor products, and alternative nicotine products to persons under 21 years of age is prohibited. Either action is a violation of *Virginia Code §18.2-371.2*
  - d. Outside use of tobacco products, nicotine vapor products, and alternative nicotine products will not be permitted within 50 feet of any building entrance or exit.

- e. The list of authorized locations (Designated Smoking Locations) for use of tobacco products, nicotine vapor products, and alternative nicotine products is appended to this General Order. Note: In accordance with Blue Book Regulations, the only authorized location for cadet use of tobacco products, nicotine vapor products, and alternative nicotine products is the Designated Smoking Area located behind barracks.
- f. Users are asked to leave authorized locations for use of tobacco products, nicotine vapor products, and alternative nicotine products free of cigarette butts and other trash materials. Ash urns are provided at outside locations to aid smokers in disposing of smoking materials.
- g. Use of tobacco products, nicotine vapor products, and alternative nicotine products will not be permitted in outside areas identified as hazardous areas.

5. **Responsibilities:**

- a. It is the responsibility of each employee and visitor to observe the Use of Tobacco Products, Nicotine Vapor Products, and Alternative Nicotine Products.
- b. It is the responsibility of supervisors, department heads, or Commandant's staff to enforce the provisions of this policy in their area of accountability.
- c. The Physical Plant Department will post no-smoking signs in each facility and at vestibules and lobbies, loading docks, and similar entryways where persons enter and exit a facility.

6. **Sanctions:** Employee sanctions will be commensurate with the severity and/or frequency of the offense and may include termination of employment. Cadet sanctions will be commensurate with the severity and/or frequency of the offense as outlined in VMI Regulations, the "Bluebook."

7. **Exclusions:** Laboratory research and dramatic productions may be excluded from this policy with prior approval from the Chief of Staff.

8. **Interpretation:** The authority to interpret this policy is generally delegated to the Director of Human Resources in most cases, with cadet-related interpretation delegated to the Commandant. The interpretations will be consistent with Virginia Code §18.2-371.2.

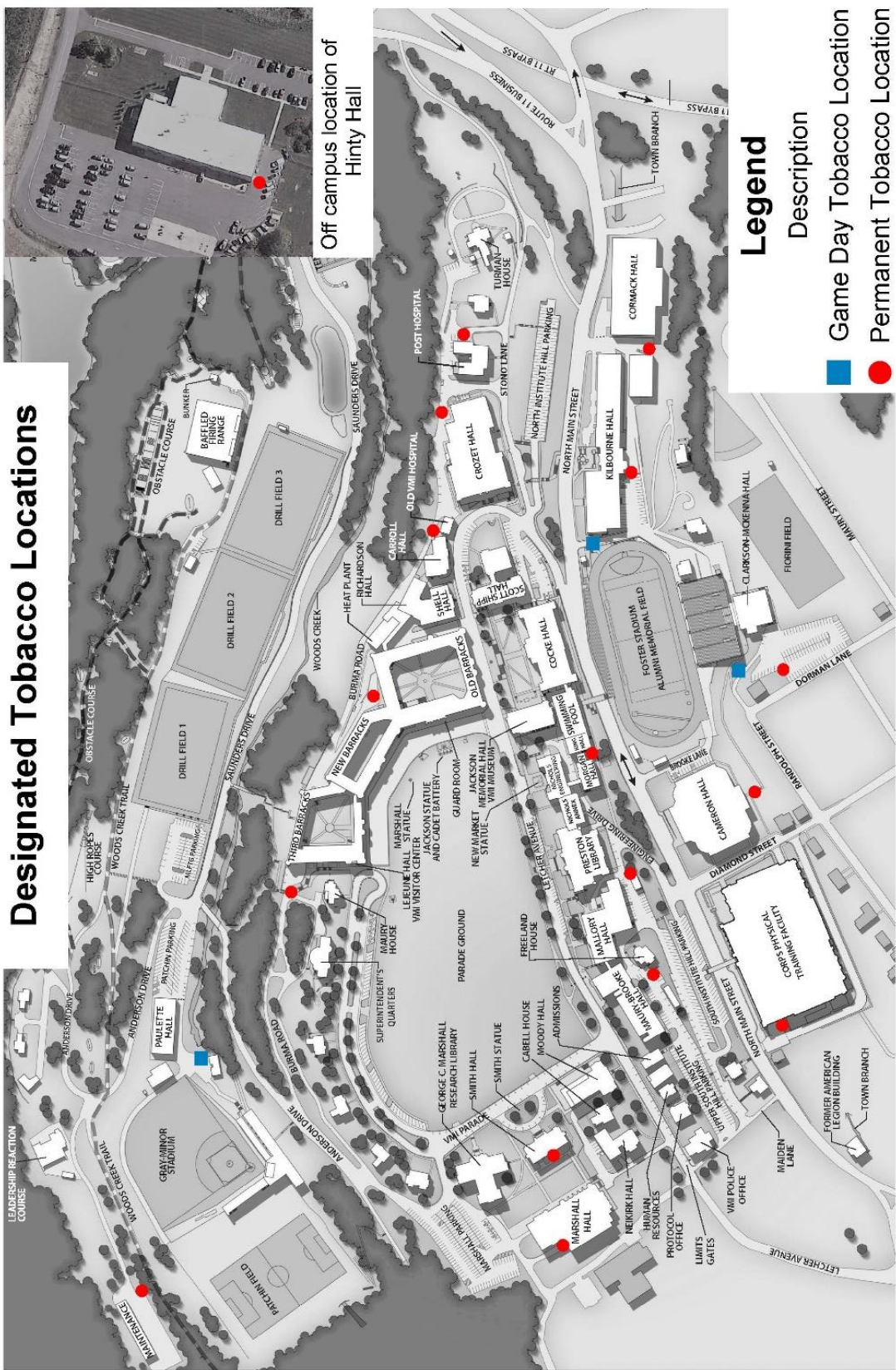
9. **Prevention, Cessation, and Elimination of Tobacco Use:** Resources related to cessation of use of tobacco products, nicotine vapor products, and alternative nicotine products are available from Cadet Counseling, Post Physician, and the Human Resources Office.

FOR THE SUPERINTENDENT:

James P. Inman  
Colonel, US Army (Ret.)  
Chief of Staff

DIST: E, Cadets

OPR: HR/Physical Plant



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