

**E-PME**  *Enlisted*  
**PROFESSIONAL MILITARY EDUCATION**

Commandant's Use of Tobacco Policy 3.C.06

**Learning Objective(s):** **EXPLAIN** the Commandant's policy on tobacco use and **LIST** the resources to become tobacco free.

**Why You Need to Know This**

The Surgeon General of the United States has determined that tobacco use is the leading cause of **preventable** illness, disability, and death in the United States. Results from the WELLSOURCE Personal Wellness Profile administered to Coast Guard beneficiaries show that the Coast Guard experiences a higher prevalence of tobacco use when compared to national tobacco use rates.

Within the Coast Guard tobacco impedes operational readiness by decreasing lung capacity and impairing an individual's ability to maintain an enhanced level of performance. In addition to the personal impacts of smoking, second-hand smoke creates an environmental safety concern within the workplace. Given the close operational and living quarters of many Coast Guard units, attention to the effects of second-hand smoke is not only important in understanding health risks but is required by law.

This lesson will provide you with information about the Commandant's policy on tobacco and resources to help Coast Guard members become tobacco free.

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**Topics Covered**

This section will cover the following topics:

- Commandant's Policy on Tobacco
- Tobacco Use in the Workplace
- Tobacco Use in Lodging, Dormitories and Housing
- Tobacco Use in Recreational Facilities
- General Tobacco Use
- Resources to Become Tobacco Free

At the end of this lesson you will be required to participate in a learning activity. You are encouraged to first review the learning activity and the sign off requirements located in the "**You and Your Supervisor**" section of this lesson. Reviewing this information before you begin the lesson will allow you to take proper notes and focus on key learning points.

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**Commandant's  
Policy on Tobacco  
Use**

Tobacco is an addictive and harmful substance that is responsible for many illnesses and deaths.

It is Coast Guard policy to discourage the use of all forms of tobacco products and to protect non-users from exposure to Environmental Tobacco Smoke (ETS) and unsanitary conditions created by the use of spit tobacco. The use of any tobacco product in public detracts from a sharp military appearance and is discouraged. Where conflicts arise between the rights of non-tobacco users and tobacco users, the rights of the non-tobacco user shall prevail.

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**Tobacco Use in the  
Workplace**

To protect the health of all its workers, the Coast Guard prohibits the use of smoking tobacco and smokeless tobacco in the workplace. The workplace is defined as:

- Any area inside a building or facility over which the Coast Guard has custody and control.
- Where active duty personnel, civilian employees, and/or personnel under contract to the Coast Guard perform work.

If tobacco products (smoking or smokeless) are used, they are only permitted in designated "tobacco use" areas. Where smokeless tobacco use is permitted, tobacco spit must be held in containers with sealing lids to prevent odor and accidental spills. The tobacco spit and residue must be disposed of in a sanitary manner that prevents public exposure (do not pour spit down a scuttle butt). Other requirements are specific to land and to sea.

On land, designated "tobacco use" (smoking and smokeless) areas:

- Must be away from entrances and exits.
- Cannot be located in areas commonly used by non-tobacco users.
- Must be located a sufficient distance away, approximately 50 feet, so as not to allow smoke to be drawn into the indoor facility through door openings, windows, and air intake units/vents.

At sea, a section of the weather deck on afloat units may be designated as a tobacco use area (smoking and smokeless). In this case, the following applies:

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**Tobacco Use in the Workplace (continued)**

In the event weather conditions or operational requirements do not make the space available, an indoor space may be assigned provided the designated space vents directly to the external atmosphere. The safety officer/engineer is to assist the command in determining the space aboard a ship that does not re-circulate tobacco odors/smoke.

Certain areas CANNOT be designated tobacco use areas (smoking and smokeless) even if ventilation requirements are met.

The American Society of Heating, Refrigeration, and Air Conditioning Engineers (ASHRAE) have established that 20 cubic feet per minute per person of outside fresh air is required. The carbon dioxide (CO<sub>2</sub>) level should not exceed 1000 parts per million (PPM).

Recruits at Training Center Cape May and officer candidates at Officer Candidate School are also PROHIBITED to use tobacco. If you quit once during this training period you are already a quitter, are you still a quitter? If not see Facts on quitting and resources to become tobacco free.

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**Tobacco Use in Lodging, Dormitories, and Housing**

The use of all tobacco products (smoking and smokeless) are also PROHIBITED in:

- Bachelor living quarters
- Common areas  
Defined as any space within a building that is common to occupants and visitors. These areas include, but are not limited to:
  - Corridors
  - Lobbies
  - Lounges
  - Stairways
  - Elevators
  - Laundry rooms
  - Storage areas
  - Restrooms.

If smoke or odor from tobacco products from a designated tobacco use area (smoking and smokeless) seeps into common areas, the rights of the nonuser (including children) will prevail. Smoking is strongly discouraged in common areas of family units that house children.

The use of all tobacco products is prohibited in family quarters that share a common heating/ventilation/air conditioning (HVAC) system with the quarters of non-smokers. Smoking is only allowed in quarters with a common HVAC system if an air quality survey establishes the indoor air quality protects non-tobacco users from ETS.

**Recreational Facilities**

Workers and patrons are entitled to the same protection and consideration as our personnel in the workplace. The use of all tobacco products (smoking and smokeless) is PROHIBITED in:

- Controlled service clubs
- Bowling centers
- Recreational facilities (unless a smoking area that meets air quality standards is provided separately)

Workers are not required to enter such areas while smoking is ongoing.

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**General Tobacco Use**

Tobacco products (smoking and smokeless) may be used only during regularly scheduled breaks available to all crewmembers (including breaks during formal training). Tobacco use is not to be encouraged by allowing tobacco breaks from work schedules in addition to those regularly scheduled. When in view of the general public, personnel in uniform are strongly discouraged from any form of tobacco use.

Compliance with the Commandant's tobacco policy is to be enforced by commanding officers and officers in charge. In addition, Coast Guard clinic staff, unit health services technicians, and regional health promotion managers are to provide information and assistance in tobacco cessation. The sale of tobacco products to anyone under the age of 18 years (19 years in Alaska) is prohibited.

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**Facts About Quitting Smoking**

Quitting smoking today can dramatically improve the overall health of a tobacco user in the days, weeks and months to follow. Here are some examples of what a quitter will experience:

- Within 24 hours your lungs will start to clear out mucous.
  - Within 48 hours your sense of smell and taste will improve.
  - Within 72 hours you can breathe easier and have more energy.
  - Within 12 weeks, coughing, breathing and wheezing problems will improve.
  - Within one year, your risk of heart disease is reduced to 50% of a continuing smoker.
  - Within 10-15 years your risk of cancer is similar to that of someone who never smoked.
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**Resources to Become Tobacco Free**

Resources for Coast Guard personnel interested in becoming tobacco free are listed below:

- **Quit Tobacco- Make Everyone Proud** is sponsored by the U.S. Department of Defense. U.S. service members can find help quitting tobacco by logging on this web site, [www.ucanquit2.org](http://www.ucanquit2.org)
- **American Cancer Society Quit Line** (1-800-784-8669) is available to Coast Guard members, their families, and civilian employees
- **Nicotine Replacement Therapy (NRT)** is also available through a member's Primary Care Manager after completion of a quit plan
- **The Office of Work-Life [Regional Health Promotions Managers](#)** can also offer unit-wide tobacco cessation education and training upon request. HPMs also maintain a library of tobacco cessation educational materials and a resource list for services outside of the CG.

**Learning Activity**



To successfully complete this requirement you will need to discuss the Commandant's policy on tobacco use and list the resources available to become tobacco free with your unit's Health Promotion Coordinator (HPC) or your supervisor.

**For You and Your Supervisor**

In order to meet the sign-off requirement for this lesson **YOU** must perform the following:

1. Prior to meeting with your supervisor review the contents of this lesson and organize your thoughts.
2. Discuss your chosen topic.

Before signing off on this requirement your **SUPERVISOR** must:

1. Make sure the member knows the policy, impact of tobacco use to a member, unit, and how an active duty, reservist or Coast Guard Civilian can become tobacco free.
2. Provide the member with corrective feedback and answer any questions they may have related to this topic.
3. Sign-off the check-off sheet on the Record of Enlisted Professional Military Education (E-PME) Performance Requirements.

**References**

The references used to develop this lesson can be found at CG

Directives (CG-612), [www.uscg.mil/directives](http://www.uscg.mil/directives):

- Coast Guard Weight and Body Fat Standards Program Manual COMDTINST M1020.8G(series)
  - Coast Guard Air Operations Manual, COMDTIST M3710.1(series)
  - Coast Guard Health Promotion Manual, COMDTINST M6200.1A(series)
  - Coast Guard Medical Manual, COMDTINST M6000.1(series)
  - Coast Guard Safety and Environmental Health Manual, COMDTINST M5100.47(series)
  - [http://www.uscg.mil/worklife/tobacco\\_cessation.asp](http://www.uscg.mil/worklife/tobacco_cessation.asp)
  - <http://www.ucanquit2.org/>
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