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Medical Command

90TH SPACE WING TOBACCO USE POLICY

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction establishes the tobacco use policy for Francis E. Warren Air Force Base. The use of tobacco products is inconsistent with a fit fighting force. Increased health care costs and decreased productivity are realities of tobacco use that we cannot continue to contend with here at Francis E. Warren Air Force Base. Defending America with the most powerful combat ready ICBM force requires this unit to take active steps to limit, decrease, and eventually eliminate tobacco use by its members. Maintain and dispose of records created as a result of prescribed processes in accordance with AFMAN 37-139, *Records Disposition Schedule* (will become AFMAN 33-322, Volume 4). Comply with AFI 33-332, *Air Force Privacy Act Program*, for documents containing Privacy Act information. Comply with DoD Regulation 5400.7/Air Force Supplement/AFSPCSUP1, DoD *Freedom of Information Act Program*, Chapter 4, for documents containing For Official Use Only information.

SUMMARY OF REVISIONS

This publication is revised to change 90th Support Group (90 SPTG) to 90th Mission Support Group (90 MSG) throughout the publication.

1. Policy. Tobacco use (smoking and smokeless tobacco) in all F. E. Warren Air Force Base facilities, work areas, and vehicles is prohibited except in military family housing and residents' rooms in dormitories. This applies to government furnished/contractor occupied facilities as well as government leased facilities. All military personnel (in uniform or out of uniform), civilian employees, contractors, visitors, retirees, and dependents must abide by this policy. Facilities on F. E. Warren Air Force Base that have outdoor tobacco-use areas, including missile alert facilities and associate units, will have the areas marked with "Designated Tobacco Use Area" signs. Commanders or designated representatives will ensure these areas are maintained IAW Air Force and wing guidance. Tobacco-free facilities will include the following:

- 1.1. Designated rooms within each dormitory to include common-use areas.

- 1.2. All Services facilities, including Transient Lodging Facilities.
- 1.3. All government-owned facilities, with the exception of dormitories and military family housing.
- 1.4. Any area used to walk or otherwise travel from any vehicle to the areas listed in paragraphs [1.1.](#), [1.2.](#), and [1.3.](#)

2. Responsibilities:

2.1. The 90th Mission Support Group (MSG) commander will be the base approval authority for tobacco use areas. They will be located at least 50 feet from facilities and far enough away from buildings so that smoke will not be drawn into buildings when doors or windows are opened. Tobacco use areas will not be located in or around entrances, pedestrian walkways, or in high visibility areas. Tobacco use is prohibited in/at all Services athletic facilities/complexes, including athletic fields and the golf course clubhouse, except in designated tobacco use areas. Exceptions to this policy must be approved by the 90 MSG/CC.

2.1.1. The sale of tobacco products is prohibited in all Services facilities and from vending machines on F. E. Warren Air Force Base. AAFES and DeCA must ensure compliance with applicable restrictions in their facilities to include prohibiting the sale of tobacco products to anyone under the age of 18 years.

2.1.2. The 90th Mission Support Squadron will brief all military and civilian personnel on Air Force, Air Force Space Command, and F. E. Warren AFB tobacco-use policies during newcomers' orientation. Base policy on tobacco use will be included in all government contracts. Sponsorship packages will include policy guidelines.

2.2. Squadron commanders will submit requests for designation of a tobacco use area in writing through their group commander to 90 CES for review, and then to the 90 MSG/CC for approval. Commanders will establish written procedures for maintaining tobacco use areas. Commanders/supervisors will:

2.2.1. Ensure tobacco use areas are not created/maintained with government funds, except for "Designated Tobacco Use Area" signs.

2.2.2. Ensure only tobacco users maintain designated tobacco use areas.

2.2.3. Establish policy that limits tobacco use breaks for active duty military members. Equivalent break time will be afforded to tobacco and non-tobacco users.

2.2.4. Take active and continuing steps to congratulate non-tobacco users for not using tobacco and to encourage tobacco users to quit.

2.2.5. Motivate tobacco users to use HAWC/MDG programs to aid in cutting and eliminating their tobacco use.

2.3. Department of Defense civilians are authorized a single 15-minute rest period for each continuous 4-hour period of work. There is no distinction between rest periods for tobacco and non-tobacco users.

2.4. The 90th Medical Group will continue to provide tobacco cessation and other educational programs aimed at reducing tobacco use at F. E. Warren Air Force Base and will continue to track active

duty tobacco use by squadron. In addition, the Health and Wellness Center (HAWC) will continue to provide resources for quitting the use of tobacco products.

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