



UNITED STATES MARINE CORPS
MARINE CORPS LOGISTICS BASE
814 RADFORD BOULEVARD SUITE 20302
ALBANY GEORGIA 31704-0302

MCLBAO 5100.17C
PSD7004

JUN 02 2015

MARINE CORPS LOGISTICS BASE ALBANY ORDER 5100.17C

From: Commanding Officer
To: Distribution List

Subj: TOBACCO PREVENTION AND CONTROL PROGRAM

Ref: (a) SECNAVINST 5100.13E
(b) MCO 5100.28
(c) Food and Drug Administration Center for Tobacco
Products Regulation, Electronic Cigarette definition

1. Situation. The purpose of this Order is to implement reference (a) and to amplify the guidance in reference (b), Marine Corps Tobacco Prevention and Control Program. The use of tobacco products (to include combustible tobacco, smokeless, and electronic nicotine delivery devices) by Marine Corps Logistics Base Albany personnel is strongly discouraged in order to protect personnel from exposure to tobacco hazards, promote a healthy lifestyle, and conform with standards of business etiquette and professionalism.

2. Cancellation. BO 5100.17B.

3. Mission. MCLB Albany will implement the requirements in this Order to provide a tobacco-free work environment for Civilian Marines, service members, contractors, residents, and guests who do not wish to be exposed to secondhand smoke and/or nicotine vapors while aboard MCLB Albany.

4. Execution

a. Commander's Intent. Use of tobacco products (combustible tobacco, smokeless tobacco, and electronic nicotine delivery devices) is prohibited in all Marine Corps indoor controlled facilities at MCLB Albany, except in family housing units and designated tobacco areas.

b. Concept of Operations

(1) Per reference (c), electronic nicotine delivery devices, also known as electronic cigarettes, e-cigarettes, and "vaping", are battery-operated products designed to deliver nicotine, flavor(s) and other flavor substances when inhaled. They generate highly addictive nicotine into an aerosol that is inhaled by the user. Only e-cigarettes marketed for therapeutic purposes are currently regulated by the FDA Center for Drug Evaluation and Research. Most of the commonly used electronic nicotine delivery devices have not been proven to be safe or therapeutically beneficial. Contrary to popular belief, studies indicate that the success rate of individuals trying to quit smoking does not increase by the use of e-cigarettes.

(2) Tobacco products (combustible tobacco, smokeless tobacco) shall be used only in designated tobacco use areas. These areas shall be outdoors away from common points of facility entry/egress, away from the front of buildings or air intake ducts, and be at least 50 feet from any building entrance.

(3) Electronic nicotine delivery devices and other vaping devices may be used outdoors away from common points of facility entry/egress, away from the front of buildings or air intake ducts, and be at least 50 feet from any building entrance.

(4) All personnel are expected to use discretion when using tobacco or vaping products in outdoor areas and while participating in or attending command-sponsored recreational events such as intermural sports, family days, or employee recognition events in order to be considerate of others health and wellbeing.

(5) Tobacco products include: combustible tobacco (e.g., cigarettes, cigars, pipes), smokeless tobacco (e.g., plug, leaf, snuff, dip, chew) and electronic nicotine delivery devices (e.g., electronic cigarettes, e-cigarettes, "vaping").

(6) Residue of tobacco products (e.g., butts, ashes, matches, product wrappings, saliva cups) will only be discharged or placed in non-combustible containers provided for that purpose. Additionally, tobacco residue shall be placed in containers with sealing lids to prevent odor and accidental spills, and disposed of in a sanitary manner which prevents public exposure. Plastic bottles or containers used to contain saliva from smokeless tobacco products are considered non-recyclable and will be disposed of in bag-lined garbage receptacles.

(7) Tobacco use is prohibited during periods authorized for physical fitness, training, and conditioning, including use of the High Intensity Tactical Trainer.

c. Tasks

(1) Director, Marine Corps Community Services

(a) Continue to provide tobacco use cessation programs through the Marine & Family Program's Behavior Health Branch, to eligible personnel with a desire to improve their health and overcome nicotine dependence.

(b) Refer eligible personnel with a desire to improve their health and overcome nicotine dependence to the Naval Branch Health Clinic's Health Promotion and Wellness representative in order to receive clinical assistance to achieve the desired outcome.

(c) Provide and make available to eligible personnel health promotion information related to the risks associated with tobacco use, exposure to the dangers of secondhand and side-stream smoke/vapor, the benefits of quitting, and where tobacco users may obtain assistance in becoming nicotine independent.

(2) Officer-in-Charge, Naval Branch Health Clinic

(a) Provide tobacco use cessation programs and facilitate resources, information and training upon request.

(b) Provide information to tobacco users on the health risks associated with tobacco use, the health benefits of quitting and the processes established to accomplish nicotine independence.

(c) Provide tobacco cessation courses for all interested tobacco users.

(3) Director, Installation and Environment Division

(a) Ensure all Designated Tobacco use Areas (DTA) are clearly identified with an appropriate sign.

(b) Ensure that adequate tobacco receptacles are available for designated tobacco use areas.

(4) Manager, Bachelor Housing Office

(a) Make every effort to match roommates according to tobacco use preferences when assigning bachelor enlisted quarters (BEQ).

(5) Supervisors and Managers

(a) Set the example by not using tobacco products in areas where they are prohibited.

(b) Enforce the restrictions established in this Order.

(c) Ensure that smoking is prohibited in all areas where smoking may cause a fire safety hazard.

(d) Take appropriate disciplinary action when employees continue to use tobacco products in prohibited areas after being advised otherwise.

(e) Encourage, but do not coerce, tobacco users to participate in a tobacco cessation program.

(f) Consider authorizing administrative leave to allow tobacco users with the desire to be nicotine independent to participate in a tobacco cessation program session.

(g) Ensure that breaks for using tobacco are reasonable and do not interfere with productivity or essential services.

(6) Tobacco Users

(a) Limit tobacco use to the designated tobacco use areas.

(b) Exercise discretion while using tobacco products outdoors while participating in or attending command-sponsored recreational events such as intermural sports, family days, or employee recognition events in order to be considerate of others health and wellbeing.

(c) Exercise good judgment and professionalism when given the opportunity to take tobacco-use breaks during official time.

(d) Consider participating in a tobacco cessation program in order to improve health and longevity.

(7) Non-Tobacco Users

(a) Be supportive of tobacco users who are trying to become nicotine independent.

(b) Do not object to tobacco users who are using the product(s) in designated tobacco areas.

5. Command and Signal.

a. Command. This Order is applicable to all personnel aboard MCLB Albany.

b. Signal. This Order is effective on the date signed.


JAMES C. CARROLL III

DISTRIBUTION: A