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1. Purpose of the Document

This Policy has been developed to:

- ensure a safe and healthy environment for students, faculty, and staff of EI «Almaty Management University» (hereinafter referred to as the University);
- reduce the impact of secondhand smoke on others and promote a culture of health and well-being at the University;
- ensure compliance with the legislation of the Republic of Kazakhstan regulating smoking.

2. Scope of the Document

This Policy applies to University employees, students, and other individuals on University premises, including visitors, guests, and contractors. All individuals are required to comply with the standards established to create a safe and healthy environment at the University.

3. References

This Policy has been developed in accordance with:

- The Code of the Republic of Kazakhstan "On Public Health and the Healthcare System"
- The UN Sustainable Development Goals;
- The UN Sustainable Development Agenda;
- The Environmental, Social, and Governance Principles;
- The WHO European Strategy for Smoking Cessation Policy;
- The Law of the Republic of Kazakhstan dated July 27, 2007, No. 319-III "On Education";
- The Charter of the Educational Institution «Almaty Management University»;
- The Sustainable Development Policy of the Educational Institution «Almaty Management University»

In the event that the provisions of this Policy conflict with current legislation or international standards, the latter shall prevail, provided they are applicable.

4. Terms and Abbreviations

Health - a state of complete physical, spiritual (mental), and social well-being, and not merely the absence of disease and physical defects;

Hookah - a device used for inhaling aerosol, vapor, or smoke generated by smoldering and/or heating tobacco, as well as products that do not contain tobacco leaf, and in which the aerosol, vapor, or smoke passes through a container containing liquid;

Hookah mixture - a product manufactured with or without the use of tobacco leaf as a raw material, prepared in such a way as to be consumed using a hookah;

Events are a set of activities and initiatives aimed at promoting a healthy lifestyle and cessation of tobacco use and smoking among university employees and students. These activities may include information campaigns, training, consultations, support programs for those wishing to quit smoking, and the creation of conditions conducive to quitting, such as non-smoking areas and designated smoking areas. Smoking areas are designated areas for the consumption of tobacco products, including heated tobacco products and tobacco heating systems. These areas must be equipped in accordance with the requirements established by the state body responsible for the sanitary and epidemiological welfare of the population and must minimize the exposure of others to tobacco smoke. Smoking areas must be fenced off, have appropriate signs, bins for the safe disposal of waste, and provide ventilation that meets sanitary standards.

A public place is a specially equipped place for public use within or outside of cities and towns, intended for use by the population, as well as for holding mass events, providing services and recreation for citizens.

Public places include:

- 1) educational and recreational facilities;
- 2) healthcare facilities;
- 3) catering establishments;
- 4) movie theaters, theaters, circuses, concert halls, viewing and exhibition halls, sports arenas and other indoor facilities intended for mass recreation, including nightclubs and discos;
- 5) museums, libraries and lecture halls;
- 6) local and long-distance trains, air, sea and river vessels, city and intercity buses, minibuses and urban electric transport;
- 7) airport buildings, railway, bus and boat stations, railway station platforms and subways;
- 8) premises of government agencies and organizations that do not use a pass system;
- 9) premises that are work places at facilities with a pass system, used by work teams in cases of hooliganism;
- 10) entrances of houses.

Public places are divided into:

1) permanent - places that are accessible at any time: streets, alleys, squares, boulevards, embankments, plazas, train stations, courtyards (except for courtyards of private houses);

2) periodic - premises intended for servicing and recreation of the population during certain hours: markets, educational and health-improving institutions, recreation areas, cultural, entertainment, sports facilities, public transport, trade enterprises, passenger train carriage (except gangways), as well as a dining car, a passenger compartment at night and a toilet.

Consumption of tobacco products - is the process of consuming a tobacco product, hookah mixture and hookah tobacco, including the use of a hookah, tobacco heating systems and any other consumption systems that cause the human body to become dependent on nicotine, negatively affecting its health, as well as the health of people who do not consume tobacco products, and polluting the environment;

Tobacco heating system - a device used to heat tobacco to produce an aerosol containing nicotine;

Hookah tobacco - is a type of smoking tobacco product intended for smoking using a hookah and consisting of a mixture of cut or torn raw materials with or without the addition of non-tobacco raw materials and other ingredients.

Tobacco products - are products made, in whole or in part, from tobacco leaves and/or other parts of the tobacco plant as raw materials, prepared in such a way as to be used for smoking, sucking, chewing, sniffing or other methods of consumption, including using a tobacco heating system or any other device;

The Sustainable Development Goals (SDGs) - are a universal call to action to eradicate poverty, protect our planet, improve quality of life, and create better prospects for all people everywhere. The 17 SDGs were developed by the UN General Assembly.

5. Implementation Procedure

5.1 Prevention and restriction of tobacco product consumption, including heated tobacco products, hookah tobacco, hookah mixtures, and tobacco heating systems, are aimed at protecting public health from the consequences of their consumption and preventing addiction, including that caused by new types of nicotine delivery systems and tobacco consumption, tobacco heating systems, and hookahs. The goal is to establish an age limit for individuals eligible to purchase tobacco products, to shape public attitudes toward tobacco and alcohol consumption as high-risk factors for life and health, and to implement coordinated actions to prevent the spread of tobacco use in accordance with international obligations.

5.2 In accordance with paragraph 5 of Article 110 of the Code "On Public Health and the Healthcare System," the consumption of tobacco products, including heated tobacco products, hookah tobacco, hookah mixtures, and tobacco heating systems, is prohibited:

- on the premises and on the grounds of educational institutions;
- in premises that are workplaces and work areas;

5.3 The University adheres to national policy and international practice for the prevention and restriction/cessation of tobacco and smoking, aimed at maintaining a healthy lifestyle, ensuring clean indoor air, and creating a smoke-free environment.

5.4 Smoking is strictly prohibited on University premises. All public spaces, including corridors, classrooms, and other indoor areas, are designated as non-smoking zones. This no-smoking policy applies to all University grounds and premises.

5.5 This policy is intended to guarantee all employees the right to work in an environment free from smoke generated by all types of combustion products. Smokers are asked to refrain from smoking at building entrances and exits or near open windows or ventilation units.

5.6 The University actively promotes a healthy, smoke-free lifestyle. As part of this policy, activities are conducted to inform students, faculty, and staff about the dangers of smoking, as well as to prevent the spread of smoking among young people. This includes awareness-raising campaigns and support for students wishing to quit.

6. Final Provisions

6.1. This Policy shall enter into force and remain in effect until changes are made to the requirements of the regulatory legal acts of the Republic of Kazakhstan and international standards in the field of healthcare and smoking cessation.

6.2. The University's management undertakes to communicate this Policy to all staff.