



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON-MIAMI
3511 NW 91st Avenue
MIAMI, FLORIDA 33172-1217

SOGM-CO

1 March 2003

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: United States Army Garrison-Miami (USAG-M) Policy Memorandum Number 4 – Smoking

1. Purpose. The purpose of this memorandum is to establish procedures for smoking tobacco products in the vicinity of all United States Southern Command (USSOUTHCOM) facilities in accordance with Department of Defense Instruction (DoDI) 1010.15, Smoke-Free Workplace dated 7 March 1994 and Army Regulation 600-63, Army Health Promotion dated 28 April 1996.
2. Applicability. This policy applies to all organizational elements that occupy spaces in or on leased and/or contracted conveyances, offices, buildings, and facilities at Headquarters, USSOUTHCOM. All military, civilian, contractor personnel and visitors who enter any of the aforementioned spaces, regardless of duration and purpose are subject to this policy.
3. Policy.
 - a. Smoking tobacco products is prohibited in all work spaces, hallways, corridors, stairwells, lobbies, warehouses or warehouses partitioned for administrative use, auditoriums, conference rooms, restrooms, classrooms, elevators, stairways and individual offices. Work-space includes any area under USSOUTHCOM custody and/or control.
 - b. Smoking tobacco products in government-owned or contracted vehicles is prohibited.
 - c. Smoking is permitted in individually assigned and unaccompanied living quarters as long as the quarters do not share a common heating ventilation/ air conditioning (HVAC) system. Smoking will only be allowed in quarters with common HVAC system if an air quality survey can establish the indoor air quality protects nonsmokers from environmental tobacco smoke and meets the American Society of Heating, Refrigeration and Air Conditioning Engineers (ASHRAE) standards. When individual living quarters are required but not available, and two or more individuals are assigned to one room, smoking and nonsmoking preferences will be used as determining factor during the assignment of rooms. When possible, nonsmokers will be assigned living space not occupied by a smoker; smokers will be assigned to living space where they may smoke. Smoking tobacco products is not permitted in common spaces or areas common to all occupants and visitors to include but not limited to corridors, laundry rooms, lounges, stairways, elevators, lobbies, storage areas and restrooms. Transient rooms will remain smoke free.

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d. Smoking tobacco products is permitted in designated outdoor smoking areas. Designated smoking areas will be at least 50 feet from common points of ingress/egress and will not be located in areas that are commonly used by nonsmokers. Smokers will be responsible for locating designated smoking areas and for disposing of their respective smoking paraphernalia in the proper receptacles.

e. Failure to comply with this policy may subject service members, Department of Defense (DoD) civilian employees and contractor personnel to adverse disciplinary and/or administrative actions. Under extreme circumstances, violators may be removed from or denied access to USSOUTHCOM buildings, facilities and/or activities.

4. The point of contact for this policy is the First Sergeant at (305) 437-1722.



FRANCISCO J. PEDROZO
COL, SF
Commanding

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