



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON OKINAWA  
UNIT 35114  
APO AP 96376-5114

COMMAND POLICY  
600-4

AMIM-JNO-HS (600-63a)

26 July 2021

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: U.S. Army Garrison (USAG) Okinawa Tobacco Policy

1. REFERENCES:

a. Department of Defense Instructions (DoDI) 1010.10 (Health Promotion and Disease Prevention).

b. Army Regulation (AR) 600-63 (Army Health Promotion).

c. AR 215-1 (Military Morale, Welfare, and Recreation Programs and Non-Appropriated Fund Instrumentalities).

d. Operation Order 15-38, U.S. Army Medical Command Tobacco Free Living, 8 May 2015.

e. U.S. Army Japan (USARJ) Command Policy Memorandum 16-08, 14 June 2016.

2. PURPOSE: To establish the USAG Okinawa tobacco policy.

3. APPLICABILITY: This policy applies to all personnel of USAG Okinawa, and other units or activities attached for the purpose of providing support. This includes all Military personnel, Civilian employees, Local National employees, and tenants and lessees. Also included are contractors performing on an USAG Okinawa installation for at least five consecutive days.

4. POLICY: The Army not only discourages the use of all tobacco products, but also wants to limit exposure to second-hand smoke. Non-use of tobacco products must become the "norm" for USAG Okinawa. Use of tobacco products harms readiness by impairing physical fitness and by increasing illness, absenteeism, premature death, and health care costs. Readiness is enhanced by promoting the standard of a tobacco-free environment that supports abstinence from, and discourages the use of, any tobacco product.

## 5. PROCEDURES:

a. Tobacco use, to include all forms of smoke and smokeless tobacco products, is prohibited in the following areas:

- (1) All buildings and facilities on Torii Station.
- (2) During attendance at all official Garrison functions.
- (3) Near all building entry points and exits.
- (4) Inside any dining areas and common gathering areas.
- (5) Inside all government-owned and operated vehicles.

(6) While walking from designated tobacco use area or Privately Owned Vehicle. This will protect others on walkways or in parking lots from second-hand smoke.

b. When possible, commanders will designate tobacco use areas. Outdoor use of any form of tobacco by employees when on duty is only permitted in designated tobacco use areas. In determining tobacco use areas, commanders will attempt to utilize areas a minimum distance of 50 feet away from all areas of ingress and egress. Commanders and facility managers will have final say in selecting areas, which prevent exposure to second-hand smoke.

c. Tobacco users will properly dispose of their tobacco waste products in appropriately designated receptacles. Personnel will not dispose of tobacco waste products by depositing them on the ground/grass, sidewalk, parking lots, or streets. Butt cans and receptacles are located only in the designated tobacco use areas.

d. Supervisors will allow equal work breaks when these breaks are permitted for tobacco users and non-tobacco users.

e. All visitors and guests of USAG Okinawa are subject to and expected to abide by the USAG Okinawa tobacco policy.

## 6. COMPLIANCE:

a. Failure to comply with the provisions of this policy may subject the military offender to adverse administrative action and/or criminal punishment under the Uniform Code of Military Justice (UCMJ). Violation of these same provisions by Department of the Army civilians will be considered as "failure to observe written regulations, orders, rules and procedures" and may result in administrative disciplinary action.

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b. For repeated non-compliance, supervisors will counsel, and when appropriate, discipline staff for failure to comply with this policy.

7. This command policy supersedes USAG Okinawa Command Policy 600-4, 7 August 2019 and will remain in effect until rescinded or superseded.

8. The point of contact for this memorandum is the Army Substance Abuse Program Manager, at DSN (315) 652-4149.



RYAN S. GLADDING  
LTC, PO  
Commanding

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