



## DEPARTMENT OF THE NAVY

COMMANDING OFFICER  
HELTRARON TWENTY EIGHT  
7180 USS LONG ISLAND STREET SUITE 320  
MILTON FL 32570-6101

IN REPLY REFER TO  
HT-28INST 5100.3A  
00  
21 Feb 12

### HELTRARON TWENTY-EIGHT INSTRUCTION 5100.3A

Subj: TOBACCO PREVENTION PROGRAM

Ref: (a) SECNAVINST 5100.13E

1. Purpose. To provide policy for tobacco use in HELTRARON TWENTY-EIGHT spaces.
2. Cancellation. HT-28INST 5100.3
3. Applicability. This instruction applies to all HT-28 military personnel and civilian employees.
4. Policy. HT-28's objective in conforming with reference (a) is for all personnel to create a professional, safe, and healthy working environment.
5. Implementation
  - a. Smoking shall not be permitted:
    - (1) In any HT-28 spaces.
    - (2) In auditoriums, conference rooms, or classrooms.
    - (3) In official vehicles.
    - (4) In TRAWING FIVE aircraft.
    - (5) In any area not designated a smoking area.
  - b. HT-28's designated smoking area is located on the backside of building 2945.
  - c. Smokeless tobacco products shall not be permitted:
    - (1) In briefing rooms or the instructor ready room.
    - (2) In heads or passageways.
    - (3) In auditoriums, conference rooms, or classrooms.

(4) In official vehicles.

(5) In TRAWING FIVE aircraft.

(6) During briefings, meetings, classes, formations, inspections, or watch.

(7) In all situations where proper decorum is required.

d. Smokeless tobacco products shall be permitted in the student ready room and HT-28 offices, provided covered containers are used for depositing tobacco.

6. Professional Assistance. NAS Whiting Field Branch Medical Clinic and the Family Service Center will arrange for professional assistance for those personnel desiring to stop using tobacco products.



M. C. THOMPSON

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