



NUTECH DRUG AND TOBACCO PREVENTION POLICY
(ND&TPP)

DEAN STUDENTS LIFE

NUTECH DRUG AND TOBACCO PREVENTION POLICY (ND&TPP)

1. **General.** NUTECH Drug & Tobacco policy has been designed to ensure the wellbeing of its Community and also to comply with the HEC and National policies on the subject. As per United Nations Office of Drugs and Crime (UNODC) 2020 World Drug report, in 2018 more than 35 million people suffered from the menace of drugs. The main contributing factors to Drug dependence are peer pressure, self-medication & escape, experimentation, stress relieve, to feel grown up, economic pressures, guilt, anger, depression, low self-esteem and rejection / negligence by parents etc. Drug dependence apart from other adverse effects, has proven negative education related consequences. As regards smoking, it is a “gateway” to getting involved in further complicated addictions. Smoking is widely known to be a causative factor for cancer, heart disease, stroke, lung diseases, diabetes, chronic bronchitis, increased risk for tuberculosis, certain eye diseases and problems of the immune system. Tobacco kills around 8 million people per annum and 1.2 million of these deaths are from passive smoking but still smoking is not taken as serious as ought to be and we have a sort of cultural acceptance towards smoking. Owing to their multiple adverse effects, zero tolerance policy will be adopted by NUTECH for any violations with regards to drug and tobacco use and punitive actions could include fines, suspension and termination from service or referral to Law Enforcement Agencies for prosecution as per National legislation.

2. **Aim.** To lay policy guidelines for awareness and prevention of Drugs and Tobacco usage amongst the NUTECH Community.

3. **Objective**

- a. To sensitize all student, faculty, staff, support staff and, employees about the adverse health effects of Drugs / Smoking vis - a - vis the legal implications for any violations
- b. To create enabling environments where NUTECH community contributes to and support University policies and procedures for dealing with drug / Tobacco menace
- c. To identify / support existing victims to quit the unhealthy practice of using Drugs and Tobacco.
- d. To discourage potential new users to refrain from indulgence by cutting down the space for such unhealthy activities.

4. **Jurisdiction.** ND&TPP applies on entire NUTECH Community i.e. Students, Faculty, Support Staff, Vendors and their labour plus visitors.

5. **Anti-Drug & Tobacco Committee (ADTC).** An eight-member committee, as under, has been formulated for the execution of this policy: -

- | | | | |
|----|--|---|--------------------------------|
| a. | Lt Col Nasir Majeed Akhtar, TI(M), (R)
(DSL Office) | - | Chair |
| b. | Lecturer Ali Tariq
Civil Department | - | Faculty |
| c. | Lecturer Muqaddas Inayat
NUSASH | - | Faculty |
| d. | Lecturer Mr. Arslan Mehmood Khan
NSDD | - | Faculty |
| e. | One Student member
(Can be increased) | - | Syed Hussnain Ali
(CE 2021) |
| f. | Flt Lt Sehrish Shahnawaz
(DSL Office) | - | Student Counsellor |
| g. | Lt Col Tahir Mustafa (R)
(Admin Office) | - | (Secretary/Focal
Person) |
| h. | Muhammad Nawaz Akbar
(Admin Office) | - | Security Officer |

6. **Roles & Responsibilities.** A five-member quorum will be essential to hold meetings/ take decisions. The body will take necessary measures to prevent NUTECH Community from indulgence in the menace of drug / smoking usage. Some of the suggestive measures are: -

- a. Arrange lectures for all batches and Faculty / staff to aware them about the policy contents.
- b. Render advice to NUTECH management regarding the implementation of this policy and relevant legislations.
- c. Ensure effective coordination with all relevant stakeholders inside and outside NUTECH.
- d. HQ NUTECH Security to ensure surprise / random checks of entire University premises, effective monitoring through CCTV cameras including suspicious corners, make hang around security a permanent feature and report any untoward occurrence in real time.

- e. A bi - monthly snap checking of university premises, specially the hostels (Boys & Girls), by using sniffer dogs. Administration Directorate to make timely coordination with Anti-Narcotics Force accordingly.
- f. Create awareness amongst NUTECH community to report any suspicious activity respecting use of Drugs / smoking in campus or off campus during official outdoor activities. Such report could be made to any member of ADTC, DoU or direct to Pro Rector or Rector. The identity of the whistle blower/complainant shall be kept confidential. The Focal Person shall maintain a proper record of all such complaints
- g. Dedicate / mark smoking areas.
- h. Coordinating with and connecting victims to rehabilitative services including counselling and medical care.
- i. Arrange for the testing of any suspected victim from any authorized laboratory, if deemed essential.
- j. Refer the reported cases to CoD, on as required basis.
- k. Conduct an annual survey comprising anonymous close ended questionnaire related to matters covered under this policy. In case of more strength survey shall be conducted through random sampling. Survey result will give an insight into the level of policy awareness. A compliance report in this regard will be sent to HEC along with survey reports by 31st December of each year in a format prescribed by the HEC from time to time.

7. **Focal Person for Drug and Tobacco Abuse**. The member of the ADTC who is from the NUTECH administration shall be appointed as Focal Person, his duties include: -

- a. Act as a liaison officer between faculty, staff, support staff, employees and the ADTC.
- b. Facilitate any student, faculty, staff, support staff and employees if he/she needs any medical and/or mental health assistance and counselling.
- c. If any student, faculty or staff member wants to report any policy violation, he / she may route through the focal person. In the event that the Focal Person determines that a false allegation was made in the complaint with mala fide intent, it may send its findings to the Chair – ADTC and recommend the appropriate disciplinary action against the complainant.

- d. Report the matter to ADTC, for further referral to CoD, if the matter needs their intervention.

8. **NUTECH Community Awareness Measures.** National policies prohibit production, possession, use, distribution, import, export and sale of drugs across country and use of Tobacco at public places, Vehicle (also includes railways and airplane) or areas declared as “No smoking Zone”. Volunteers from NUTECH community will also be encouraged to participate in making NUTECH a Drug / smoking free Institution and those who had made extra ordinary contributions may be acknowledged on “International Drug Day (**26th June**) or “World No Tobacco Day” (**31st May**). Suggested awareness / community involvement measures are as noted below: -

- a. Students under “Fine Arts Club” to innovate / create suitable posters, flyers, handouts and messages to highlight the adverse effects of Drug abuse and smoking including provisions related to punishments for violations. Art work so developed be displayed at prominent places in Administration / Academic blocks including Labs, Hostels, Cafeterias and NUTECH busses. Selected items will remain on permanent display at Digital Signage and NUTECH Website.
- b. All Batches and newly appointed faculty/staff members shall attend a mandatory orientation session to make them aware about this policy and the hazards of drug abuse and smoking.
- c. An undertaking attached as Annex-A&B shall be signed by all existing and newly inducted NUTECH Community, as under: -

Ser	From	By	Custody	Remarks
(1)	Faculty &, Support Staff (All Departments / Offices including NSDD)	Respective HoDs / Directors	To be deposited with HR Office for keeping in respective files	DGE/ DUE to render a certificate to DoU stating that 100% under takings have been signed.
(2)	Students (PG/UG/ NSDD)	DGE/ DUE/ Respective HoDs / Directors	To be kept in Students Files/ record by respective departments	
(3)	Administrative Staff/Vendors/ Contractors	Administration Directorate / PMO / SCM.	Under respective offices	

- d. Distribute drug and tobacco awareness material (as developed vide para 8 a ante) through student handbooks and pamphlets, admission materials (for awareness of both parents and students).
 - e. Awareness through seminars, walks, workshops, and lectures shall be arranged in collaboration with ANF, NGOs, and professionals from reputable rehabilitation centers.
 - f. Observe, 'International Drug Abuse Day' (**June 26th**) and 'World No Tobacco Day' (**May 31st**), if NUTECH is in session.
 - g. All students (before completion of the degree), faculty and administrative staff will attend "E-Course" developed by HEC.
 - h. Through NUTECH Clubs / Societies and OPE, opportunities will be created for students to participate in a diverse array of healthy activities, recreations, sports and participation in various community service i.e plantation, distribution of food amongst the disadvantaged and volunteer work at old/shelter homes etc.
9. **Smoking Zones.** Smoking will only be allowed at specified "Smoking Zones", any violation will be subjected to punitive actions.
10. **Miscellaneous Provisions**
- a. If any member of NUTECH community finds that another community member needs immediate medical/ expert attention and his failure to immediately inform security / medical service, will be taken as policy violation, subjected to punishment. Calling for help will mitigate the situation where as not calling for help will aggravate the situation.
 - b. Possession of false identification document to purchase alcohol or possession of empty alcohol cans will also be liable to punishment.
 - c. Any student getting financial assistance and found involved in drug related offence will make him in eligible to receive any further financial incentive / scholarship.
 - d. If some health-related issue of a student or emotional state is likely to endanger NUTECH community, University will take "Care Decision" for the collective wellbeing.

11. **Dealing with Drug / Tobacco Victims.** Drug / Tobacco dependents will be provided all possible assistance / help to get away with these unhealthy practices. Likely measures in this respect would include following: -

- a. On campus counsellor/psychologist/psychiatrist shall help students, staff and faculty members by guiding them through any problems or issues such as peer pressure and demotivation which often lead to drug and tobacco consumption.
- b. Any student suffering from any mental health issues, such as anxiety, depression, or post-traumatic stress disorder may also seek assistance of the trained professional. If the student requires further assistance, the counsellor/psychologist/psychiatrist may refer the student to rehabilitative services. (An updated list of such facilities will be maintained by DSL Office).
- c. If any one feels to consult counsellor/psychologist/psychiatrist, rehabilitative services, the ADTC or the relevant Focal Person, he may contact them through existing exchange numbers.
- d. Names of all those receiving rehabilitation would be kept confidential.
- e. If any student requires medical attention for drug use, the NUTECH shall promptly inform the student's parents of the matter and coordinate with them to assure the best care for the victim.

12. **Investigation Process.** Complaints substantive in nature and associated with sufficient supporting documents/evidence shall be referred by ADTC to CoD.

- a. The body of facts or information (evidence) that the CoD uses could be, eye witness or physical evidence (individual found in possession of any illegal substance, individual found intoxicated or individual caught distributing illegal drugs or tobacco on campus, Video recording through security cameras etc.).
- b. Instruct NUTECH Security for random testing/checking of possessions/individuals under investigation.
- c. All complaints shall be decided by the CoD within one month of their receipt and the CoD recommendation shall be communicated to the concerned in writing.

13. **Punishments.** As per **Annex C.**

14. **Appeal.** An appeal to the decision may be made by the aggrieved within seven working days of the receipt of the decision to the Pro Rector / Rector, who shall review the recommendations and may uphold, minimize or revert the decision made by the committee within seven working days. The decision so taken, shall be final.

UNDERTAKING - STUDENT

Registration Number	
Program Title	
Name	
CNIC/CRC Number	
Contact Number	
Father/ Guardian's Name	
Father/ Guardian's Contact Number	
Gender	
Date of Birth	
Mark of Identification	
Blood Group	
Any Disability	
Any Existing Medical Problem or Mental-Health Issues	
Taking any Medicine on a Regular Basis (if yes, please give details)	

I, _____ son/daughter of _____ certify that I will not be involved in any kind of drug abuse (bringing into the campus/consuming or encouraging consumption of drugs and narcotics substances) and the unlawful use of tobacco products at the NUTECH. The NUTECH is authorized to examine me for drug abuse at any time and to take any measure to ensure the implementation of its policies. Moreover, my parents/ guardian will be informed if I am involved in any drug/ tobacco related unlawful activity. Further, I have read and am aware of the provisions of the NUTECH Drug and Smoking Prevention Policy.

Signature of Student

Signature of Father/ Guardian

Dated:

Dated:

UNDERTAKING FOR FACULTY AND STAFF

Name	
Designation	
Department	
CNIC/CRC Number	
Contact Number	
Gender	
Date of Birth	
Mark of Identification	
Blood Group	
Any Disability	
Any Medical Problem or Mental-Health Issues	
Taking any Medicine on a Regular Basis (if yes, please give details)	

I _____ son/daughter of _____ certify that I will not be involved in any kind of drug abuse (bringing into the campus/ consuming or encouraging consumption of drugs and narcotics substances) and the unlawful use of tobacco products at the NUTECH. The NUTECH is authorized to examine me for drug abuse at any time and to take any measure to ensure the implementation of its policies. Further, I have read and am aware of the provisions of NUTECH Drug and Smoking Prevention Policy.

Signature

Dated:

Punishments

1. Smoking

a. First Offense

- (1) Student - First Violation. Fine Rs 500.00 + Warning Letter
- (2) Faculty / Staff. Advisory Note by HoD / DoU

b. Second Offence

- (1) Student. Information to parents + Fine Rs 1,000.00
- (2) Faculty. 2nd Advisory Note by HoD / DoU

c. Third Offence

- (1) Student. Suspension for 7-15 days + information to parents + Fine Rs 1,500.00 - Rs 2,000.00
- (2) Faculty / Staff. Letter of Displeasure by HOD / DoU

d. Fourth Offence / Subsequent

- (1) Student. Fine Rs 2,000.00 + information to parents + Suspension for 15-20 days
- (2) Faculty. Disciplinary Action by CoD

- e. Sale/ Distribution within NUTECH Premises. Fine of Rs 5,000.00 + information to LEAs. No one is even allowed to sell Tobacco/ related products within 50 meters of NUTECH Premises. Any violation will be reported to LEAs.

2. Drugs

- a. For first time offenders in case of minor infractions (**Sedatives / Tranquilizers**), ADTC may refer the offender to the in-house counsellor/psychologist/psychiatrist to undergo medical and mental health treatment. This referral must be in writing and require the completion of the counselling or rehabilitative program within a set period.
- b. In case of a significant violation and/or repeated violations of this policy (Alcohol / Drugs), CoD to take decision in line with National policies / HEC guidelines.
- c. No immunity from Legal Prosecution through existing Laws will be provided.

- d. If any visitor is found on the premises engaging in any drug-related offense, campus security shall immediately report the violation to the Focal Person who would inform LEAs through proper channel.