



REPLY TO  
ATTENTION OF:

**DEPARTMENT OF THE ARMY**  
REGIMENTAL NONCOMMISSIONED OFFICER ACADEMY  
25<sup>TH</sup> STREET, BUILDING 24402  
FORT GORDON, GEORGIA 30905

ATZH-NC

04 November 2011

MEMORANDUM FOR Regimental Noncommissioned Officer Academy

SUBJECT: Policy Memorandum #13 - Smoking or Using Tobacco Products

1. References:

- a. USASC&FG Circular 1-3, Smoking or Using Tobacco Products, 29 August 1986.
- b. Army Regulation 600-63, Army Health Promotion, 04 June 2007.

2. This policy letter applies to all military and civilian personnel assigned or attached to the RNCOA. The purpose of this memorandum is to outline the policies concerning smoking and usage of tobacco products within the Academy.

3. The following guidelines will be followed:

- a. Smoking and use of all other tobacco products in all buildings belonging to the RNCOA is prohibited. There will be no smoking within 50 feet from any entrance way into a building.
- b. Smoking is prohibited in all military vehicles.
- c. Break times and frequencies for smoking, will follow the procedures outlined in USASC&FG Circular 1-3. It is the supervisor's responsibility to provide guidance and ensure compliance for break periods.
- d. Smoking areas will be designated as such and policed by personnel that use the area.

4. All cadre, military and civilians, are prohibited from using tobacco products in the presence of student Soldiers. Branch Chiefs will establish cadre smoking areas that will not conflict with student interruptions.

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5. The point of contact for this memorandum is the Deputy Commandant, 1SG Robert Barnes III, [robert.barnes3@us.army.mil](mailto:robert.barnes3@us.army.mil) 706-791-7882.

// Original Signed//

TYRONNE L. SMOOT

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Commandant