SDG
03
GOOD HEALTH AND WELL-BEING

EVIDENCE DOCUMENT | INDICATOR 3.3.6

Smoke free policy and enforcement

METRIC 3.3 Collaborations and health services

REFERENCE YEAR	COVERAGE	DATE PREPARED
2025 implementation; current policy review 2026	University premises, activities and campus community	2 November 2026

ISSUING OFFICE	EVIDENCE ID
Directorate of Quality Assurance, Head Office	E-03-3.3.6

THE SIR 2027 REQUIREMENT

Does your university as a body have a smoke-free policy? Follow-up: Policy created (yyyy). Follow-up: Policy reviewed (yyyy).

01 Statement of Evidence

Bahria University's direct answer to the requirement

Yes. Bahria University maintains and enforces a University-wide smoke-free policy through its Health, Safety and Environment Policy and supplementary student regulations. Established in 2021, the HSE policy is reviewed annually to strengthen its provisions and support effective implementation. The 2025 amendments were officially approved by Director Admin, Bahria University Head Office, on 22 November 2025 and incorporated into the second edition issued on that date. The subsequent review is recorded in the third edition dated 22 July 2026. The policy prohibits smoking, vaping and tobacco or nicotine use across University premises and University-organised activities, and assigns responsibilities for enforcement. The supplementary Student Handbook on Drug, Tobacco and Alcohol Prevention and Control, promulgated on 2 April 2026, sets out student-specific prohibitions, penalties and disciplinary procedures. Implementation during 2025 is substantiated by nine official security memoranda documenting 18 smoking case entries and fines ordered totalling Rs. 114,000, together with warnings, departmental briefings and parent or guardian notification. The original policy pages, relevant clauses, complete supplementary handbook, enforcement records and tobacco-prevention activities are presented below.

02 Evidence and Activity Record

Dated facts and records that substantiate the statement

Bahria University's institutional policy framework prohibits smoking and tobacco use and assigns responsibility for enforcement. The policy chronology and the dated implementation record are presented below.

TABLE 1 Policy response and institutional evidence

No	Requirement or component	Response	Documented basis	Implementation or scope
1	Policy created year	2021	HSE first edition: 15 November 2021; Admin/Safety/2021/3224.	Creation year of the HSE policy framework, as recorded in its amendment history.
2	Policy reviewed year	2026	HSE third edition: 22 July 2026; BU-HO/Admin/2026/827.	Latest edition recorded as a new print; preceded by the second edition dated 22 November 2025.
3	Smoke-free policy	Yes	Reviewed HSE clauses 7.5.12, 7.5.12.1 and 7.5.13; Annex C.	All premises and University-organised activities; students, employees, contractors, vendors and visitors.
4	Student-specific policy	2026 handbook	Student Handbook on Drug, Tobacco and Alcohol Prevention and Control; complete five pages reproduced.	Tobacco and vaping prohibition, disciplinary process, fines, prevention and counselling.
5	2025 enforcement	Nine memoranda	Security memoranda dated January–December 2025.	18 case entries; Rs. 114,000 in ordered fines; warnings, briefings and parent or guardian notification.

Policy timeline: created 2021; amendments officially approved by Director Admin BUHO on 22 November 2025 and issued as the second edition; student handbook promulgated 2 April 2026; third edition dated 22 July 2026. The HSE policy is reviewed annually.

Director Admin, Bahria University Head Office, officially approved the amendments on 22 November 2025, the date recorded for the second edition. The updated amendment record identifies the first edition dated 15 November 2021, the second edition dated 22 November 2025 under Director Admin, and the third edition dated 22 July 2026 under BU-HO/Admin/2026/827. Annual review forms part of the University's policy oversight, with revised editions recording the resulting amendments. The original creation year remains 2021 and the latest recorded review year is 2026.

The 2025 security memoranda are official records of implementation of the University's smoking restrictions during that year. Their dates, instructions and penalties are reproduced unchanged. The later consolidated policy and handbook set out the reviewed requirements; their publication dates do not change the dates of the earlier enforcement actions.

1 Health Safety and Environment Policy

BAHRIA UNIVERSITY
ISLAMABAD

BU HEALTH, SAFETY AND ENVIRONMENT POLICY

i

Figure 1: Original opening page of the BU Health, Safety and Environment Policy.

1.1 Policy amendment record

The updated amendment record establishes three editions: 15 November 2021 under Admin/Safety/2021/3224; 22 November 2025 under Director Admin; and 22 July 2026 under BU-HO/Admin/2026/827. The second and third editions are marked New Print. The record lists amendments to paragraphs 6.17, 6.17.3 and 6.20.1. The original creation year is 2021 and the latest review year is 2026. The 2025 edition and dated security memoranda document the policy framework and smoking enforcement during the reporting year.

RECORD OF AMENDMENTS

Amendment No	Dated	Authority	Clause (s) Amended	Status
1st Edition	15 Nov 2021	Admin/Safety/2021/3224	-	superseded
2nd Edition	22 Nov 2025	Director Admin	Para 6.17 (second sentence added); Para 6.17.3 (new); Para 6.20.1 (new)	New Print
3rd Edition	22 July 2026	BU-HO/Admin/2026/827	Para 6.17 (second	New Print

Note: Amendments are to be recorded, cross-checked and their incorporation in the document authenticated (with name, designation, and signatures).

ii

Figure 2: Updated original Record of Amendments showing the first edition in 2021, second edition in November 2025 and third edition in July 2026.

1.2 HSE policy table of contents 1 of 4

TABLE OF CONTENTS

CHAPTER 1 - INTRODUCTION TO SAFETY POLICY		**1**
1.1	Safety Policy	1
1.2	Policy Statement	1
1.3	Policy Framework	1
1.4	Aim	1
1.5	Preamble	1
1.6	Applicability	1
1.7	Conflict in Orders/ Duties	1
1.8	Understanding Safety	2
1.9	Occurrence	2
1.10	Reporting an Occurrence	2
1.11	Investigating an Occurrence	2
1.12	Risk Management Process	2
1.13	Steps of Risk Management	2
1.14	Safety Check-List	4
1.15	Reference Publications	4
1.16	Feedback	4
CHAPTER 2 - ORGANIZATION AND MANAGEMENT		**5**
2.1	HSE Organization	5
2.2	HSE Management Hierarchy	5
2.3	HSE Officer	5
2.4	Standing HSE Committee (SHC)	6
2.5	Fire Officer	6
2.6	Section In-charges and Onus of Responsibility	6
2.7	Risk Assessment	6
2.8	Reporting Channel	6
2.9	Scrutiny of Civil Works	6
2.10	Duties / Responsibilities	6
2.11	HSE Audit	10
2.12	Work Permit and Conduct of Contractors	10
2.13	HSE Awareness through Community Support Programme	10
2.14	Promoting HSE at Campus	10
2.15	Administration of Persons with Disabilities (PWDS)	11
CHAPTER 3 - FIREFIGHTING		**13**
3.1	Fire Hazard	13
3.2	Firefighting Concept within Bahria University	13
3.3	External Agencies Coordination	13
3.4	Risk Assessment	13
3.5	Layout Plan of Buildings	13
3.6	Fire Audit	13
3.7	External Audit	14
3.8	Combustible Material	14
3.9	Use of Wood and other Inflammable Materials	14
3.10	Gas Leakage Safety	15
3.11	Dangerous Conditions (Fire Safety)	15

iii

Figure 3: Complete original contents page 1 of 4, reproduced in sequence.

1.2 HSE policy table of contents 2 of 4

3.12	Unwanted Fire Alarm Signals (UFAS)	15
3.13	Actions in Case of Fire Display	16
3.14	Fire Warning System	16
3.15	Duties of Firefighting Officer.	16
3.16	AOR Firefighting Officer BUIC	16
3.17	Composition of Firefighting Teams	16
3.18	Fire Fighting Equipment	17
3.19	Types of Fire and Recommended Fire Extinguishers	17
3.20	Maintenance Responsibility	17
3.21	Maintenance of Portable Fire Extinguishers	17
3.22	Fire Extinguishing Ball	18
3.23	Fire Extinguishing Ball Installation	18
3.24	Fire Pumps	18
3.25	Fire Hose Reels	18
3.26	Alternate Power Supply to Fire Main Pumps	18
3.27	Display of Fire and Emergency Services Contact Numbers	18
3.28	High Fire Risk Areas	19
3.29	Fire and Rescue Vehicle	19
3.30	Laboratories Safeties	19
3.31	Server Rooms Safeties	19
CHAPTER 4 - EMERGENCY EVAUATION		**20**
4.1	Emergency Evacuation Plan and Drills	20
4.2	List of Occupants	20
4.3	Buddy System	20
4.4	In-charge Emergency Evacuation	20
4.5	Access to Buildings	20
4.6	Special People Rescue	21
4.7	Exit Routes	21
4.8	Emergency Muster Area(s)	21
4.9	Calling Numbers for Assistance	21
4.10	Actions on Receiving Fire/Emergency Alarm and Earthquake	21
4.11	Use of Lifts	22
4.12	Emergency Evacuation – Day Care Center	22
4.13	Emergency Evacuation Training	23
CHAPTER 5 - TRAINING		**24**
5.1	Training Organization	24
5.2	Scope of Training	24
5.3	Training Facilities	24
5.4	Role of Students Support Center	24
5.5	HSE Training of Faculty and Staff	24
5.7	Weekly Fire Exercise and Lectures	25
5.8	Emergency Evacuation Drills	25
5.9	Documentation of Training	25
CHAPTER 6 - ENVIRONMENT PROTECTION		**26**
6.1	Importance	26
6.2	Bahria University Environment Policy	26
6.3	Organization	26

iv

Figure 4: Complete original contents page 2 of 4, reproduced in sequence.

1.2 HSE policy table of contents 3 of 4

6.4	Environmental Management Plan (EMP)	27
6.5	The Purpose of the EMP	27
6.6	Components of the EMP	27
6.7	Scope of EMP	28
6.8	Water Management	28
6.9	Waste / Storm Water Management	28
6.10	Waste Water Minimization and Re-use	29
6.11	Septic Tanks	29
6.12	Solid Waste Management Plan	29
6.13	Principles of Solid Waste Management	30
6.14	Instructions for Solid Waste Disposal	30
6.15	Developing Effective Material Management (from Raw to Waste)	31
6.16	Use of Polythene Shopping Bags	31
6.17	Combating Plastic Pollution in BU	31
6.18	Improving Noise Quality at Campus	31
6.19	Plantation	31
6.20	Pollution Control Technology Management	31
6.21	Reducing Environmental Footprints	31
6.22	Roles and Responsibilities	32
6.23	Director Quality Assurance	32
6.24	Director Campus/ CU HODs	32
6.25	Sustainability Governance	32
6.26	SDG Alignment, Monitoring & Reporting	32
6.27	Local Environment Coordinator	33
6.28	Potable Water Testing	33
CHAPTER 7 - HEALTH		**34**
7.1	Importance	34
7.2	Objective	34
7.3	Policy Framework	34
7.4	Organization	34
7.5	Prevention	34
7.6	Health Care Facilities	37
CHAPTER 8 - MENTAL HEALTH		**39**
8.1	Mental Health	39
8.2	Definition of Mental Health Difficulties	39
8.3	Key Points	39
8.4	Purpose of the Policy	39
8.5	Scope and Limitations	40
8.6	Physical and Mental Health Support Available to Students	40
8.7	Recognizing Mental Health Difficulties	40
8.8	Role of BU Faculty and Staff in Taking Action	40
8.9	Return to Study	40
8.10	Data Maintenance and Confidentiality	41
8.11	Data Linkage with Medical Center	41
8.12	Data Analysis	41
ANNEXES		
A	Occurrence Report Performa	42
B	Risk Assessment Matrix	44

Figure 5: Complete original contents page 3 of 4, reproduced in sequence.

1.2 HSE policy table of contents 4 of 4

C	Safety Check-Lists	45
D	Rights of Persons with Disability (PWDs) Act - 2020	52
E	Gas Leakage Safety Instructions	66
F	Guidelines for Calculating Number of Firefighters	69
G	Types of Fire and Recommended Fire Extinguishers	71
H	HEC Policy/ Guidelines for Universities on COVID-19	72
I	Dengue Prevention	83
J	Hostel Hygiene Check List	85
K	Personal Hygiene - Guidelines	87
L	Sickbay Staff Responsibilities	89
M	Sickbay SOPs	92
N	References/ Authorities	97

Figure 6: Complete original contents page 4 of 4, reproduced in sequence.

1.3 Policy framework and smoke free requirements

Bahria University's Health, Safety and Environment Policy provides the primary institutional framework for maintaining a safe and healthy campus environment. Clauses 1.1–1.6 establish compliance responsibilities and applicability to Head Office, campuses and constituent units, the Institute of Professional Psychology and other identified University units. Campus management and heads of department are responsible for compliance within their areas.

Under clause 7.5.12, the University prohibits the use, possession, sale, distribution or facilitation of drugs, tobacco and alcohol. Tobacco includes cigarettes, vaping, e-cigarettes, smokeless tobacco and gutka. The specific Smoke-Free Campus provision at clause 7.5.12.1 covers buildings, hostels, transport, grounds and all University-organised activities. It states that no smoking area shall be designated and prohibits smoking, vaping and tobacco or nicotine use by students, employees, contractors, vendors and visitors.

Each Director Campus must display no-smoking signs and designate an enforcement officer. Student breaches follow the student disciplinary framework; employees are subject to Chapter 6 of the HR Policy Manual; contractors and vendors are dealt with under their contracts; and visitors who do not comply must be asked to leave. This establishes a University-level policy with responsibilities and consequences across the campus community.

7.5.12 Drug, Tobacco and Alcohol Prevention & Control. BU is committed to providing a safe, disciplined, and healthy academic environment to all students, employees, contractors and visitors. In accordance with the HEC Policy, BU follows a zero-tolerance policy against the use, possession, sale, distribution, or facilitation of:

a. All kinds of recreational drugs or narcotics and psychoactive substances.
b. Tobacco (cigarettes, vaping, e-cigarettes, smokeless tobacco, gutka etc)
c. Alcoholic drinks or intoxicating substances.

7.5.12.1 Smoke-Free Campus. All University premises, including buildings, hostels, transport and grounds, and all University-organized activities are smoke-free, and no smoking area shall be designated. No student, employee, contractor, vendor or visitor shall smoke, vape or use any tobacco or nicotine product there. Each Director Campus shall display no-smoking signs and name an officer to enforce this para. Breaches are dealt with under Student Handbook para 1.30 for students, chapter 6 of the HR Policy Manual for employees and the contract for contractors and vendors; visitors who do not comply shall be asked to leave.

7.5.13 The Student Handbook on Drug, Tobacco and Alcohol Prevention & Control-2026 is applicable to all students of BU at Islamabad, Karachi, and Lahore campuses, including all university premises such as hostels, transport, and all university-organized activities whether on campus or off campus. (**Authority: BU-HO/Admin/2026/L/1230 dated 02 April 26**)

Figure 7: Original HSE clauses 7.5.12, 7.5.12.1 and 7.5.13, including the smoke-free campus requirement and the student handbook reference.

1.4 Campus safety checks and preventive responsibilities

The campus safety checklist at Annex C reinforces the operational requirement by expressly identifying no smoking or vaping anywhere on University premises. It places this requirement within routine campus safety oversight. This complements the specific Director Campus responsibility to display signs and appoint an enforcement officer.

ANNEX C

SAFETY CHECK LISTS

Campus Safety Check-off list	
Important	No Inflammable material is to be placed in the office spaces
	No slip, trip and fall situation should exist in the entire area of responsibility
	No smoking or vaping anywhere on University premises (para 7.5.12)

Figure 8: Original Annex C checklist heading and prohibition on smoking or vaping anywhere on University premises.

The HSE policy also assigns Senior Medical Officers responsibility for health awareness and first-aid lectures, including tobacco smoking and drug abuse. Student education therefore forms part of the institutional prevention framework, alongside monitoring and disciplinary action. The student handbook's promulgation is recorded under authority BU-HO/Admin/2026/L/1230 dated 2 April 2026.

10	7.5.12, (also BU website)	BU-HO/Admin/2026/L/1230 dated 02 April 26	Promulgation of Approved Student Handbook on Drugs, Tobacco and Alcohol Prevention & Control

Figure 9: Original HSE authority entry recording promulgation of the approved student handbook on 2 April 2026.

2 Student handbook page 1 of 5

BAHRIA UNIVERSITY

STUDENT HANDBOOK
ON
DRUG, TOBACCO AND ALCOHOL PREVENTION & CONTROL
(2026)

Figure 10: Original student handbook page 1 of 5, reproduced in full without changes to its content.

2 Student handbook page 2 of 5

Bahria University
Student Handbook on Drug, Tobacco and Alcohol Prevention & Control

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Message from the Honorable Rector

Bahria University is committed to providing a safe, disciplined, and healthy academic environment for all students, faculty, and staff. The use, possession, distribution, or promotion of drugs, tobacco, and alcohol in any form is strictly prohibited on University premises and during all University-related activities.

This handbook outlines the University's policy framework, prohibited activities, disciplinary procedures, and the consequences of violations. It also highlights the counseling, guidance, and support mechanisms available to students who may require assistance.

All students are required to carefully read, understand, and comply with these instructions in letter and spirit. Adherence to this policy is a shared responsibility and an essential component of maintaining the integrity, safety, and values of the University community.

---

1. **Purpose:** This handbook aims to:
   a. Protect students' health, safety, and academic future.
   b. Create awareness about the harmful effects of substance abuse.
   c. Clearly explain prohibited activities and disciplinary consequences.
   d. Provide guidance on counselling and support services.

2. This handbook applies to **all students of Bahria University** at Islamabad, Karachi, and Lahore campuses, including University premises such as hostels, transport, and all university-organized activities whether on campus or off campus.

---

3. **Policy Statement (Zero-Tolerance)**: BU follows a **zero-tolerance** policy against the **use, possession, sale, distribution, or facilitation** of:
   a. All kinds of recreational drugs or narcotics and psychoactive substances
   b. Tobacco (cigarettes, vaping, e-cigarettes, smokeless tobacco, gutka etc)
   c. Alcoholic drinks or intoxicating substance

This statement is in accordance with:

a. Higher Education Commission (HEC) Policy-2021, and

Figure 11: Original student handbook page 2 of 5, reproduced in full without changes to its content.

2 Student handbook page 3 of 5

b. BU Academic Rules-2024, Chapter 14

4. **Definitions:**
   a. **Drugs:** Any illegal narcotics, controlled substances, or misuse of prescription medicines.
   b. **Tobacco:** Cigarettes, vapes, e-cigarette, shisha, chewing tobacco/ gutka etc.
   c. **Alcohol:** Any alcoholic beverage.
   d. **University Premises:** Classrooms, university-administered hostels (on and off campus), offices, cafeterias, transport, parking areas, grounds, or while attending offsite events/ instructions like sports, cultural tours or survey camps and/ or any activity held under the auspices of the university.

5. **Why Substance Use is Harmful**
   a. **Health Impact**
      • Addiction, anxiety, depression
      • Damage to brain, heart, and lungs
   b. **Academic Impact**
      • Poor performance and attendance
      • Suspension or expulsion
   c. **Legal & Social Impact**
      • Criminal charges under Pakistani law
      • Damage to reputation and career

6. **Prohibited Activities:** Students **shall not**:
   a. Use or possess drugs, tobacco, or alcohol
   b. Bring prohibited substances onto University premises
   c. Sell, distribute, or facilitate substance use
   d. Encourage or conceal violations
   e. Tamper with CCTV or security arrangements

7. **Awareness and Preventive Measures.** All campuses will regularly conduct sessions aimed at preventing substance use through following measures, rather than only responding with punishment.
   a. **Orientation sessions** for new students.
   b. **Seminars and workshops** on substance abuse.

Figure 12: Original student handbook page 3 of 5, reproduced in full without changes to its content.

2 Student handbook page 4 of 5

c. Expert lectures by **renowned psychologists, psychiatrists** and medical professionals, and **senior police officers**.

---

8. **Student Support and Counselling**. BU promotes early support and prevention. The support is available at:

a. **Student Support Centers (SSC)** at campuses
b. Professional counselling through qualified psychologists
c. Referral to health professionals where required

Note: Seeking counselling shall remain confidential and non-punitive, provided no policy violation has occurred.

---

9. **Reporting Mechanism**

a. Students may **confidentially report**:
- Suspected drug or substance activity among fellow students
- Safety concerns

b. Reports can be made to:
- Campus Security Office
- Student Affairs / Student Support Centers

Note: All reports will be handled with discretion and protection of identity.

---

10. **Security and Monitoring**. Campus security staff are authorized to report drug related incidents to BU authorities, through regular monitoring, CCTV surveillance etc. Random physical checking of the students can be done on the recommendation of the competent authority.

---

11. **Disciplinary Process.** All violations are dealt with through the respective **Campus Disciplinary Committee/ Anti-Drug Disciplinary Committee**. The due process includes:

a. Fact-finding and investigation
b. Opportunity for the student to be heard
c. Decision based on evidence and applicable rules

---

12. **Penalties** as laid down in **BU Academic Rules-2024, Chapter 14, Para 5**.

a. A student guilty of an **act of smoking** (including vape or any other alternative means/ device) or carrying/ supplying related items in the University premises shall be liable to the penalties as mentioned below:

Figure 13: Original student handbook page 4 of 5, reproduced in full without changes to its content.

2 Student handbook page 5 of 5

Occasion	Penalty
1st occasion of offence	Fine of Rs.5,000/00 along with Warning Letter with copy to parents/ guardian from Director Admin/ Director Campus.
2nd/ onward occasion of offence(s)	Fine of Rs.10,000/00 along with Warning Letter with copy to parents/ guardian from DG Campus on each offence.

b. A student guilty of an **act of possession/ consumption/ usage/ supplying of intoxication drugs/ alcoholic drinks** in the University premises or entering events of BU being intoxicated and or during official/ informal offsite events of the University shall be liable to **expulsion** from the CU.

---

13. **Roles and Responsibilities of Students**: Students are expected to:
    a. Follow university rules and policies
    b. Avoid prohibited substances
    c. Cooperate with authorities
    d. Promote a healthy and disciplined campus environment

---

14. **Review and Updates:** This handbook shall be:
    a. Reviewed periodically
    b. Updated as per HEC guidelines and university rules

The University reserves the right to amend policies when required.

---

15. **Important Contacts (Campus-Specific Annexure)**

    a. Student Support Centre
    b. Campus Security Office
    c. Student Affairs Department

    (Contact details to be attached **separately by each campus**)

Final Note to Students

Bahria University aims to **educate, protect and support** its students while maintaining discipline. Compliance with this handbook is **mandatory** and forms part of our responsibility as a Bahria University student.

Figure 14: Original student handbook page 5 of 5, reproduced in full without changes to its content.

2.1 Student handbook requirements and penalties

The Student Handbook on Drug, Tobacco and Alcohol Prevention and Control 2026 supplements the HSE policy with rules specifically applicable to students in Islamabad, Karachi and Lahore. It covers classrooms, hostels, offices, cafeterias, transport, parking areas, grounds and University-related off-campus activities. Cigarettes, vapes, e-cigarettes, shisha and chewing tobacco or gutka are included in its definitions and prohibitions.

Paragraph 12(a) makes smoking, vaping and carrying or supplying related items on University premises subject to a fine and written warning. For a first offence, the handbook specifies Rs. 5,000 and a warning letter copied to parents or guardians from the Director Admin or Director Campus. For the second and each subsequent offence, it specifies Rs. 10,000 and a warning letter copied to parents or guardians from the Director General Campus.

Violation under the 2026 handbook	Action or penalty	Responsible authority
Smoking, vaping or carrying or supplying related items: first offence	Rs. 5,000 fine and warning letter, copied to parents or guardian.	Director Admin or Director Campus.
Smoking-related second and subsequent offences	Rs. 10,000 fine on each offence and warning letter, copied to parents or guardian.	Director General Campus.
Specified possession, consumption, use or supply of intoxicating drugs or alcohol, or intoxication at covered events	Liability to expulsion from the constituent unit.	Relevant disciplinary process.

The disciplinary process includes fact-finding, investigation, an opportunity for the student to be heard and a decision based on evidence and applicable rules. Prevention measures include orientation, seminars, workshops and expert lectures. Student Support Centres, qualified psychologists and referral to health professionals provide assistance; counselling is confidential and non-punitive where no policy violation has occurred.

The preceding five pages reproduce the complete handbook in its original sequence and wording. Its 2026 penalty schedule is presented separately from the actual fine amounts ordered in the 2025 memoranda later in this evidence.

Official BU Student Handbook on Drug Tobacco and Alcohol Prevention and Control

Occasion	Penalty
1st occasion of offence	Fine of Rs.5,000/00 along with Warning Letter with copy to parents/ guardian from Director Admin/ Director Campus.
2nd/ onward occasion of offence(s)	Fine of Rs.10,000/00 along with Warning Letter with copy to parents/ guardian from DG Campus on each offence.

Figure 15: Original student handbook smoking penalty schedule, including warnings and notification of parents or guardians.

3 Smoking policy enforcement during 2025

Bahria University Islamabad Campus officially implemented its smoking restrictions through formal security reporting and disciplinary instructions during 2025. Nine memoranda issued by the Deputy Director Security identify incidents on University premises, direct fines, require warnings and departmental briefings, and provide for notification of parents or next of kin. They also warn that repeated incidents will attract severe disciplinary action.

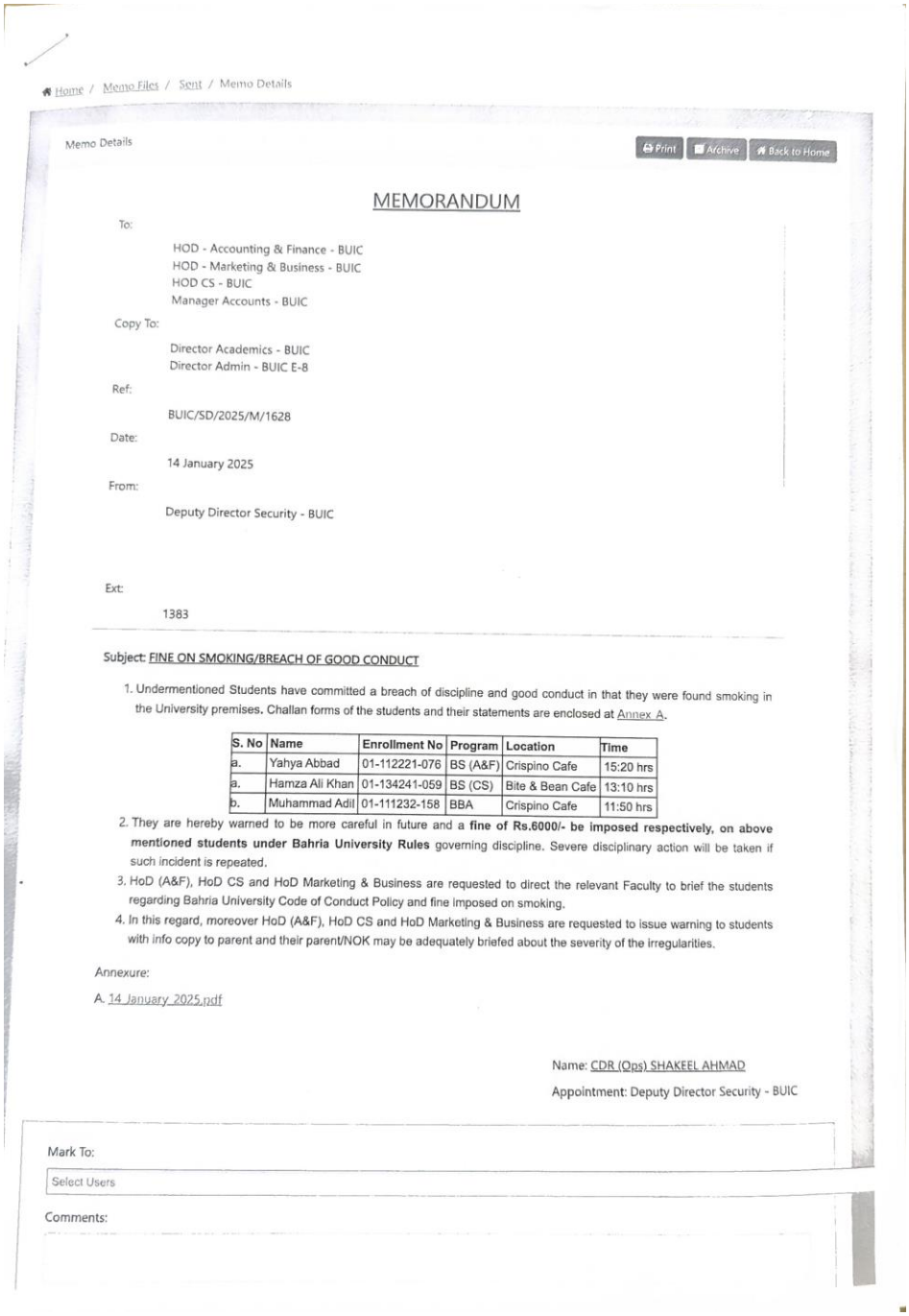
The nine records contain 18 case entries. Seventeen entries carry an ordered fine of Rs. 6,000 each and one entry in the 11 December memorandum carries Rs. 12,000, giving an aggregate of Rs. 114,000 in fines ordered. These are disciplinary orders recorded in the memoranda; the total represents ordered penalties.

Memorandum date in 2025	Reference suffix	Case entries	Fine ordered per entry	Total ordered Rs.
14 January	1628	3	Rs. 6,000	18,000
10 March	1700	1	Rs. 6,000	6,000
24 April	1782	1	Rs. 6,000	6,000
14 May	1802	1	Rs. 6,000	6,000
5 June	1828	1	Rs. 6,000	6,000
27 June	1844	2	Rs. 6,000	12,000
8 September	1910	2	Rs. 6,000	12,000
21 October	1964	4	Rs. 6,000	24,000
11 December	2033	3	Rs. 6,000; Rs. 12,000 for serial 2	24,000
Total	Nine memoranda	18	17 × Rs. 6,000; 1 × Rs. 12,000	114,000

The incidents span cafeterias, classrooms, academic blocks, a washroom, the reception area and the vicinity of the mosque. The records demonstrate enforcement across different campus locations. The 2025 amounts are retained as issued and are distinct from the Rs. 5,000 and Rs. 10,000 schedule stated in the later student handbook.

3.1 Smoking enforcement memorandum 14 January 2025

BUIC/SD/2025/M/1628 records 3 case entries and directs Rs. 6,000 per case, together with warning and follow-up instructions.



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MEMORANDUM

To:

HOD - Accounting & Finance - BUIC
HOD - Marketing & Business - BUIC
HOD CS - BUIC
Manager Accounts - BUIC

Copy To:

Director Academics - BUIC
Director Admin - BUIC E-8

Ref:

BUIC/SD/2025/M/1628

Date:

14 January 2025

From:

Deputy Director Security - BUIC

Ext:

1383

Subject: FINE ON SMOKING/BREACH OF GOOD CONDUCT

1. Undermentioned Students have committed a breach of discipline and good conduct in that they were found smoking in the University premises. Challan forms of the students and their statements are enclosed at Annex A.

S. No	Name	Enrollment No	Program	Location	Time
a.	Yahya Abbad	01-112221-076	BS (A&F)	Crispino Cafe	15:20 hrs
a.	Hamza Ali Khan	01-134241-059	BS (CS)	Bite & Bean Cafe	13:10 hrs
b.	Muhammad Adil	01-111232-158	BBA	Crispino Cafe	11:50 hrs

2. They are hereby warned to be more careful in future and a **fine of Rs.6000/- be imposed respectively, on above mentioned students under Bahria University Rules** governing discipline. Severe disciplinary action will be taken if such incident is repeated.
3. HoD (A&F), HoD CS and HoD Marketing & Business are requested to direct the relevant Faculty to brief the students regarding Bahria University Code of Conduct Policy and fine imposed on smoking.
4. In this regard, moreover HoD (A&F), HoD CS and HoD Marketing & Business are requested to issue warning to students with info copy to parent and their parent/NOK may be adequately briefed about the severity of the irregularities.

Annexure:

A. 14 January 2025.pdf

Name: CDR (Ops) SHAKEEL AHMAD

Appointment: Deputy Director Security - BUIC

Mark To:

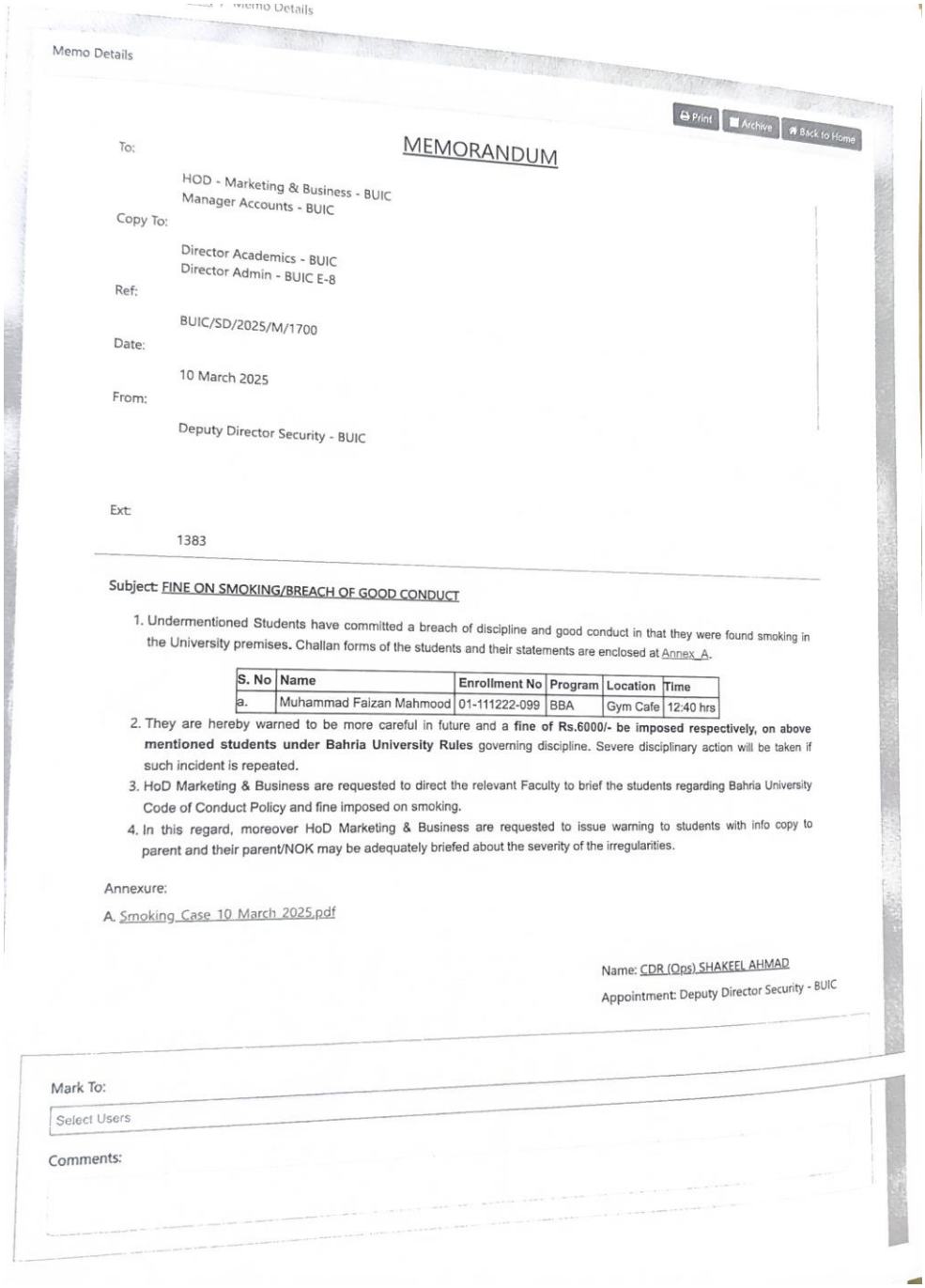
Select Users

Comments:

Figure 16: Original security memorandum dated 14 January 2025 showing the incident record, ordered fine and disciplinary inst ructions.

3.2 Smoking enforcement memorandum 10 March 2025

BUIC/SD/2025/M/1700 records 1 case entry and directs Rs. 6,000 per case, together with warning and follow-up instructions.



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MEMORANDUM

To: HOD - Marketing & Business - BUIC
Manager Accounts - BUIC

Copy To: Director Academics - BUIC
Director Admin - BUIC E-8

Ref: BUIC/SD/2025/M/1700

Date: 10 March 2025

From: Deputy Director Security - BUIC

Ext: 1383

Subject: FINE ON SMOKING/BREACH OF GOOD CONDUCT

1. Undermentioned Students have committed a breach of discipline and good conduct in that they were found smoking in the University premises. Challan forms of the students and their statements are enclosed at Annex_A.

S. No	Name	Enrollment No	Program	Location	Time
a.	Muhammad Faizan Mahmood	01-111222-099	BBA	Gym Cafe	12:40 hrs

2. They are hereby warned to be more careful in future and a **fine of Rs.6000/- be imposed respectively, on above mentioned students under Bahria University Rules** governing discipline. Severe disciplinary action will be taken if such incident is repeated.
3. HoD Marketing & Business are requested to direct the relevant Faculty to brief the students regarding Bahria University Code of Conduct Policy and fine imposed on smoking.
4. In this regard, moreover HoD Marketing & Business are requested to issue warning to students with info copy to parent and their parent/NOK may be adequately briefed about the severity of the irregularities.

Annexure:

A. Smoking_Case_10_March_2025.pdf

Name: CDR (Ops) SHAKEEL AHMAD

Appointment: Deputy Director Security - BUIC

Mark To:

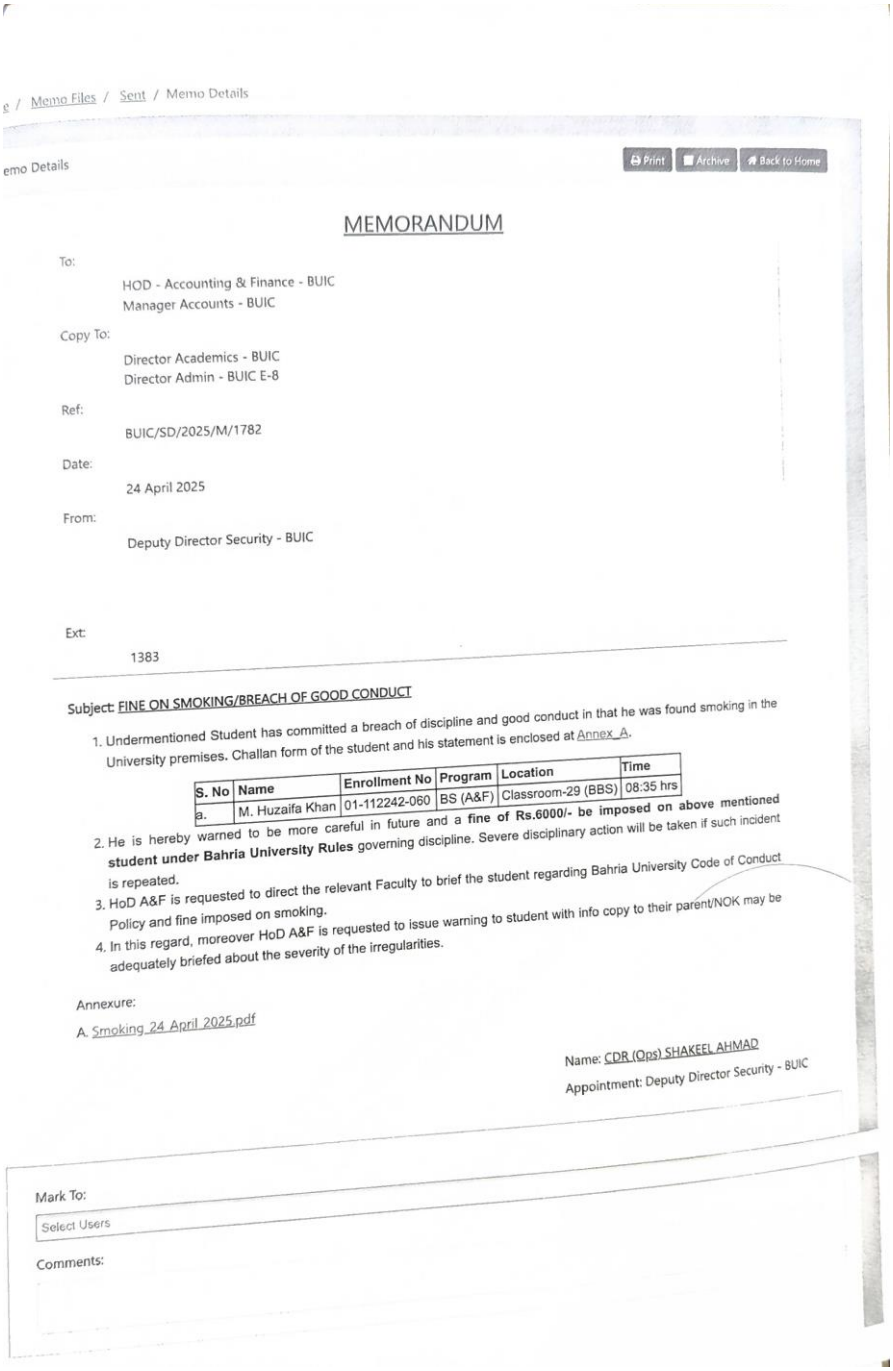
Select Users

Comments:

Figure 17: Original security memorandum dated 10 March 2025 showing the incident record, ordered fine and disciplinary instru ctions.

3.3 Smoking enforcement memorandum 24 April 2025

BUIC/SD/2025/M/1782 records 1 case entry and directs Rs. 6,000 per case, together with warning and follow-up instructions.



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MEMORANDUM

To:
HOD - Accounting & Finance - BUIC
Manager Accounts - BUIC

Copy To:
Director Academics - BUIC
Director Admin - BUIC E-8

Ref:
BUIC/SD/2025/M/1782

Date:
24 April 2025

From:
Deputy Director Security - BUIC

Ext:
1383

Subject: FINE ON SMOKING/BREACH OF GOOD CONDUCT

1. Undermentioned Student has committed a breach of discipline and good conduct in that he was found smoking in the University premises. Challan form of the student and his statement is enclosed at Annex_A.

S. No	Name	Enrollment No	Program	Location	Time
a.	M. Huzaifa Khan	01-112242-060	BS (A&F)	Classroom-29 (BBS)	08:35 hrs

2. He is hereby warned to be more careful in future and a **fine of Rs.6000/- be imposed on above mentioned student under Bahria University Rules** governing discipline. Severe disciplinary action will be taken if such incident is repeated.
3. HoD A&F is requested to direct the relevant Faculty to brief the student regarding Bahria University Code of Conduct Policy and fine imposed on smoking.
4. In this regard, moreover HoD A&F is requested to issue warning to student with info copy to their parent/NOK may be adequately briefed about the severity of the irregularities.

Annexure:
A. Smoking_24 April 2025.pdf

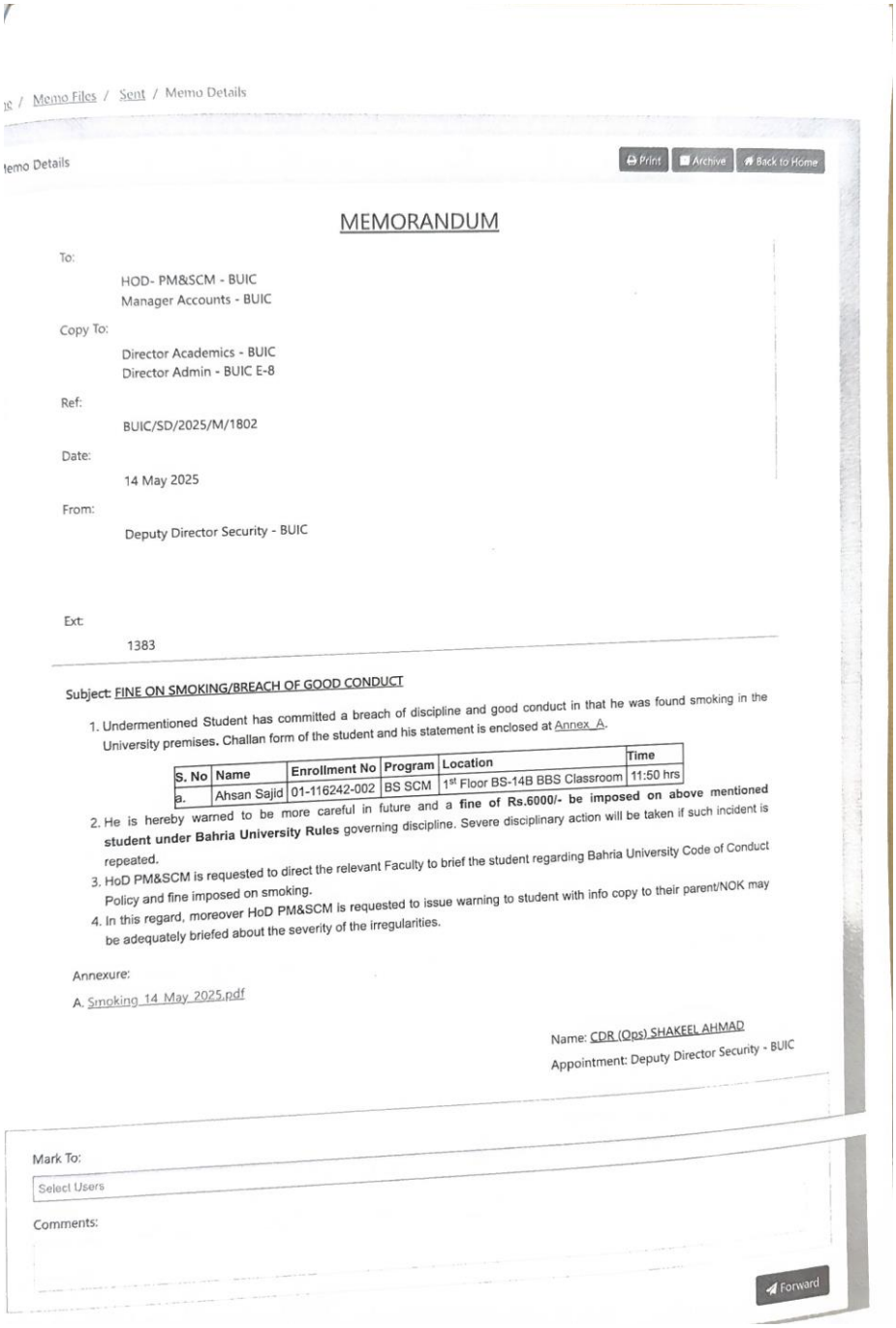
Name: CDR (Ops) SHAKEEL AHMAD
Appointment: Deputy Director Security - BUIC

Mark To:
Select Users
Comments:

Figure 18: Original security memorandum dated 24 April 2025 showing the incident record, ordered fine and disciplinary instru ctions.

3.4 Smoking enforcement memorandum 14 May 2025

BUIC/SD/2025/M/1802 records 1 case entry and directs Rs. 6,000 per case, together with warning and follow-up instructions.



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MEMORANDUM

To:
HOD- PM&SCM - BUIC
Manager Accounts - BUIC

Copy To:
Director Academics - BUIC
Director Admin - BUIC E-8

Ref:
BUIC/SD/2025/M/1802

Date:
14 May 2025

From:
Deputy Director Security - BUIC

Ext:
1383

Subject: FINE ON SMOKING/BREACH OF GOOD CONDUCT

1. Undermentioned Student has committed a breach of discipline and good conduct in that he was found smoking in the University premises. Challan form of the student and his statement is enclosed at Annex_A.

S. No	Name	Enrollment No	Program	Location	Time
a.	Ahsan Sajid	01-116242-002	BS SCM	1st Floor BS-14B BBS Classroom	11:50 hrs

2. He is hereby warned to be more careful in future and a **fine of Rs.6000/- be imposed on above mentioned student under Bahria University Rules** governing discipline. Severe disciplinary action will be taken if such incident is repeated.
3. HoD PM&SCM is requested to direct the relevant Faculty to brief the student regarding Bahria University Code of Conduct Policy and fine imposed on smoking.
4. In this regard, moreover HoD PM&SCM is requested to issue warning to student with info copy to their parent/NOK may be adequately briefed about the severity of the irregularities.

Annexure:
A. Smoking_14_May_2025.pdf

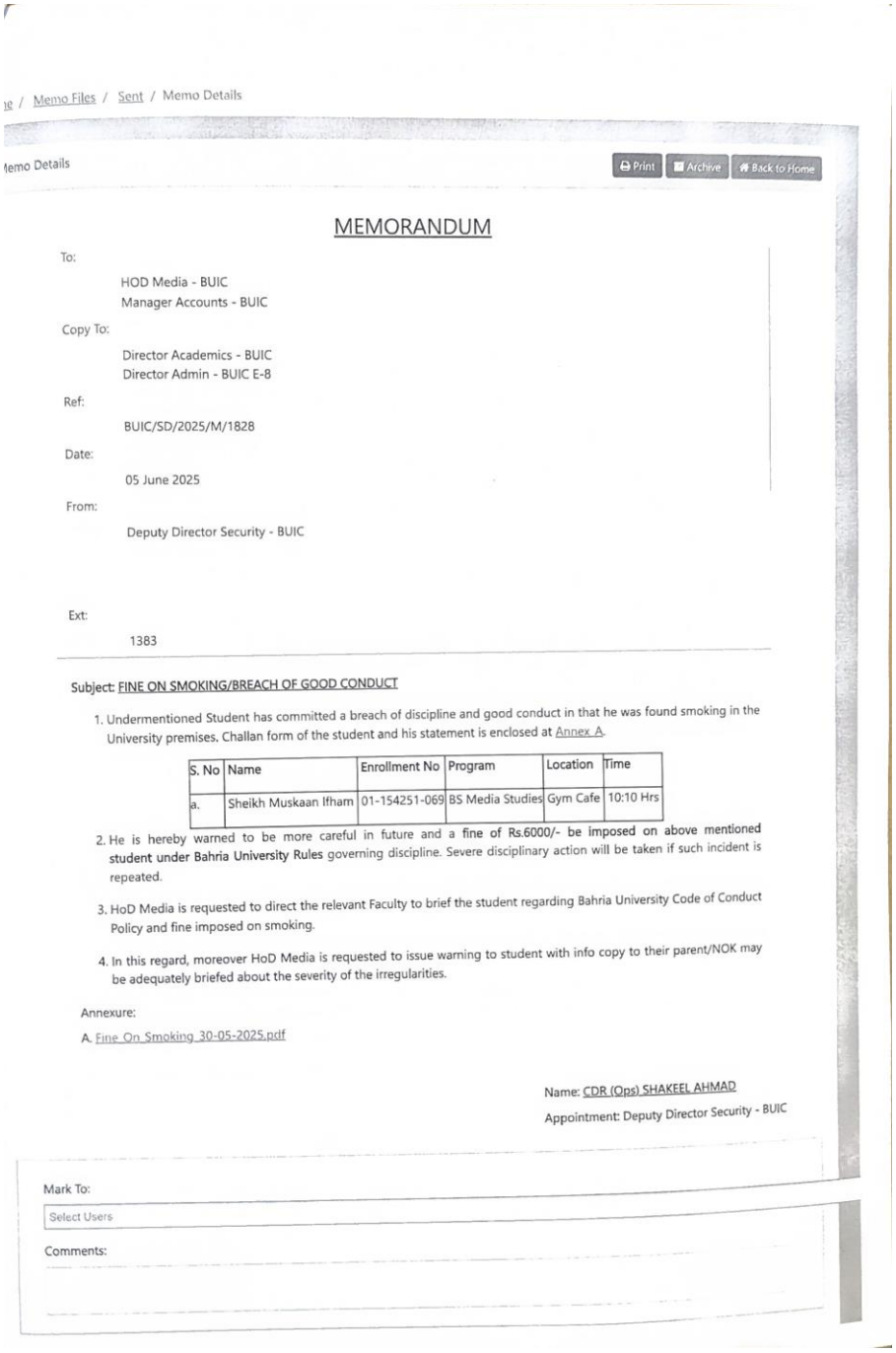
Name: CDR (Ops) SHAKEEL AHMAD
Appointment: Deputy Director Security - BUIC

Mark To:
Select Users
Comments:
Forward

Figure 19: Original security memorandum dated 14 May 2025 showing the incident record, ordered fine and disciplinary instruct ions.

3.5 Smoking enforcement memorandum 5 June 2025

BUIC/SD/2025/M/1828 records 1 case entry and directs Rs. 6,000 per case, together with warning and follow-up instructions.



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MEMORANDUM

To:

HOD Media - BUIC
Manager Accounts - BUIC

Copy To:

Director Academics - BUIC
Director Admin - BUIC E-8

Ref:

BUIC/SD/2025/M/1828

Date:

05 June 2025

From:

Deputy Director Security - BUIC

Ext:

1383

Subject: FINE ON SMOKING/BREACH OF GOOD CONDUCT

1. Undermentioned Student has committed a breach of discipline and good conduct in that he was found smoking in the University premises. Challan form of the student and his statement is enclosed at Annex A.

S. No	Name	Enrollment No	Program	Location	Time
a.	Sheikh Muskaan Ifham	01-154251-069	BS Media Studies	Gym Cafe	10:10 Hrs

2. He is hereby warned to be more careful in future and a fine of Rs.6000/- be imposed on above mentioned student under Bahria University Rules governing discipline. Severe disciplinary action will be taken if such incident is repeated.

3. HoD Media is requested to direct the relevant Faculty to brief the student regarding Bahria University Code of Conduct Policy and fine imposed on smoking.

4. In this regard, moreover HoD Media is requested to issue warning to student with info copy to their parent/NOK may be adequately briefed about the severity of the irregularities.

Annexure:

A. Fine On Smoking 30-05-2025.pdf

Name: CDR (Ops) SHAKEEL AHMAD
Appointment: Deputy Director Security - BUIC

Mark To:

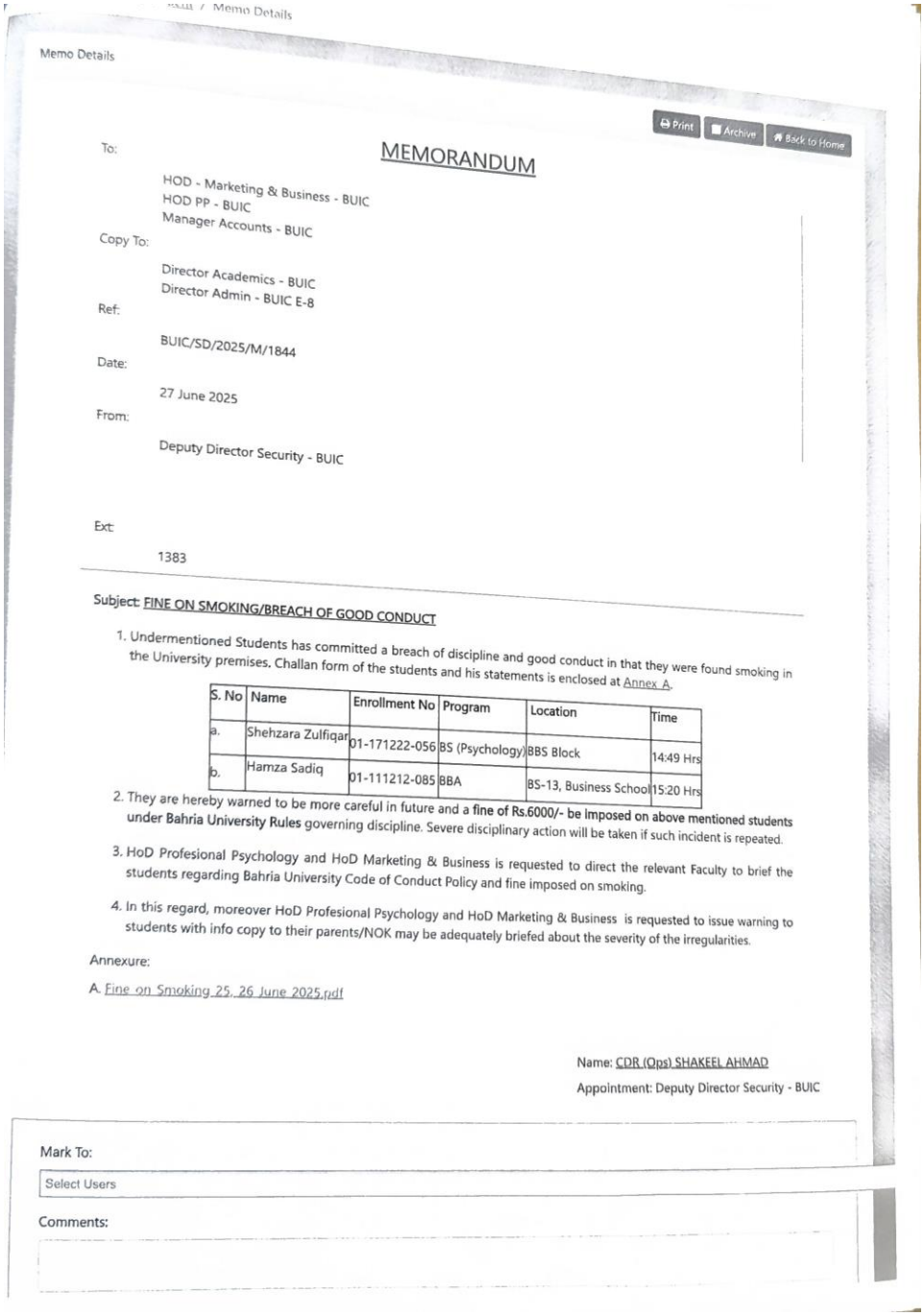
Select Users

Comments:

Figure 20: Original security memorandum dated 5 June 2025 showing the incident record, ordered fine and disciplinary instruct ions.

3.6 Smoking enforcement memorandum 27 June 2025

BUIC/SD/2025/M/1844 records 2 case entries and directs Rs. 6,000 per case, together with warning and follow-up instructions.



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MEMORANDUM

To: HOD - Marketing & Business - BUIC
HOD PP - BUIC
Manager Accounts - BUIC

Copy To: Director Academics - BUIC
Director Admin - BUIC E-8

Ref: BUIC/SD/2025/M/1844

Date: 27 June 2025

From: Deputy Director Security - BUIC

Ext: 1383

Subject: FINE ON SMOKING/BREACH OF GOOD CONDUCT

1. Undermentioned Students has committed a breach of discipline and good conduct in that they were found smoking in the University premises. Challan form of the students and his statements is enclosed at Annex A.

S. No	Name	Enrollment No	Program	Location	Time
a.	Shehzara Zulfiqar	01-171222-056	BS (Psychology)	BBS Block	14:49 Hrs
b.	Hamza Sadiq	01-111212-085	BBA	BS-13, Business School	15:20 Hrs

2. They are hereby warned to be more careful in future and a **fine of Rs.6000/- be imposed on above mentioned students under Bahria University Rules** governing discipline. Severe disciplinary action will be taken if such incident is repeated.

3. HoD Profesional Psychology and HoD Marketing & Business is requested to direct the relevant Faculty to brief the students regarding Bahria University Code of Conduct Policy and fine imposed on smoking.

4. In this regard, moreover HoD Profesional Psychology and HoD Marketing & Business is requested to issue warning to students with info copy to their parents/NOK may be adequately briefed about the severity of the irregularities.

Annexure:

A. Fine on Smoking 25, 26 June 2025.pdf

Name: CDR (Qps) SHAKEEL AHMAD
Appointment: Deputy Director Security - BUIC

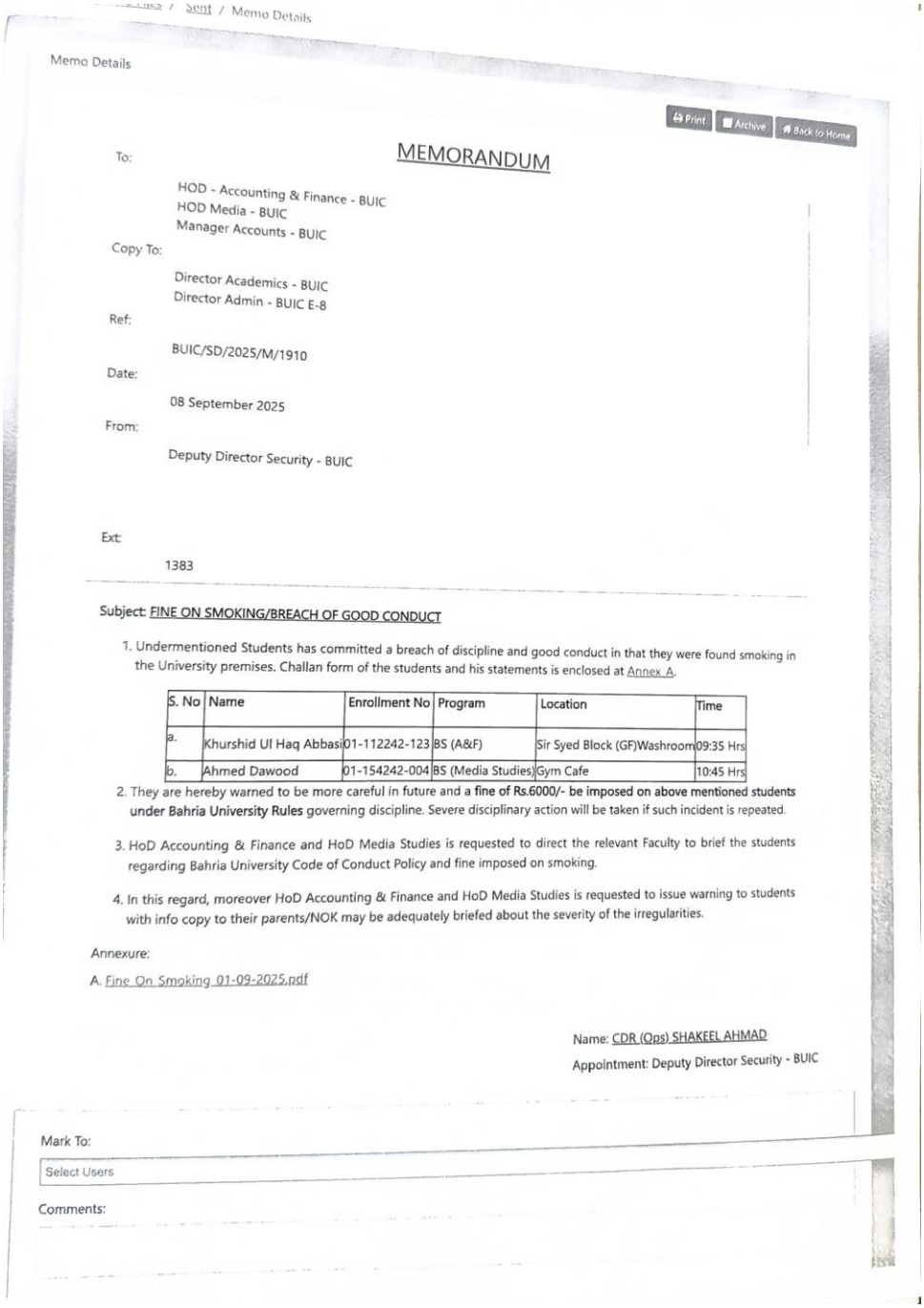
Mark To: Select Users

Comments:

Figure 21: Original security memorandum dated 27 June 2025 showing the incident record, ordered fine and disciplinary instruc tions.

3.7 Smoking enforcement memorandum 8 September 2025

BUIC/SD/2025/M/1910 records 2 case entries and directs Rs. 6,000 per case, together with warning and follow-up instructions.



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MEMORANDUM

To:
HOD - Accounting & Finance - BUIC
HOD Media - BUIC
Manager Accounts - BUIC

Copy To:
Director Academics - BUIC
Director Admin - BUIC E-8

Ref:
BUIC/SD/2025/M/1910

Date:
08 September 2025

From:
Deputy Director Security - BUIC

Ext:
1383

Subject: FINE ON SMOKING/BREACH OF GOOD CONDUCT

1. Undermentioned Students has committed a breach of discipline and good conduct in that they were found smoking in the University premises. Challan form of the students and his statements is enclosed at Annex A.

S. No	Name	Enrollment No	Program	Location	Time
a.	Khurshid Ul Haq Abbasi	01-112242-123	BS (A&F)	Sir Syed Block (GF)Washroom	09:35 Hrs
b.	Ahmed Dawood	01-154242-004	BS (Media Studies)	Gym Cafe	10:45 Hrs

2. They are hereby warned to be more careful in future and **a fine of Rs.6000/- be imposed on above mentioned students under Bahria University Rules** governing discipline. Severe disciplinary action will be taken if such incident is repeated.

3. HoD Accounting & Finance and HoD Media Studies is requested to direct the relevant Faculty to brief the students regarding Bahria University Code of Conduct Policy and fine imposed on smoking.

4. In this regard, moreover HoD Accounting & Finance and HoD Media Studies is requested to issue warning to students with info copy to their parents/NOK may be adequately briefed about the severity of the irregularities.

Annexure:
A. Fine On Smoking 01-09-2025.pdf

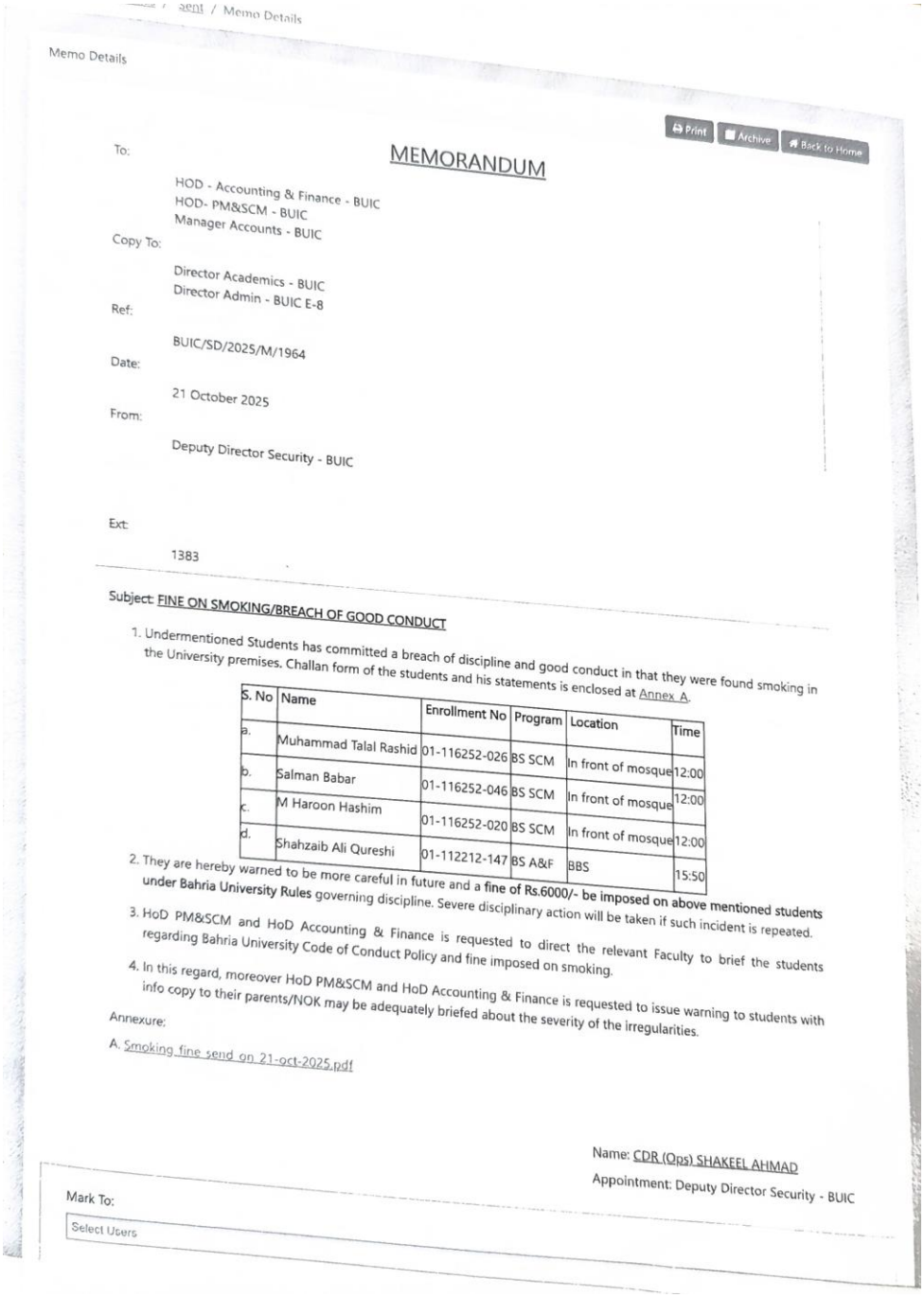
Name: CDR (Ops) SHAKEEL AHMAD
Appointment: Deputy Director Security - BUIC

Mark To:
Select Users
Comments:

Figure 22: Original security memorandum dated 8 September 2025 showing the incident record, ordered fine and disciplinary instructions.

3.8 Smoking enforcement memorandum 21 October 2025

BUIC/SD/2025/M/1964 records 4 case entries and directs Rs. 6,000 per case, together with warning and follow-up instructions.



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MEMORANDUM

To: HOD - Accounting & Finance - BUIC
HOD- PM&SCM - BUIC
Manager Accounts - BUIC

Copy To: Director Academics - BUIC
Director Admin - BUIC E-8

Ref: BUIC/SD/2025/M/1964

Date: 21 October 2025

From: Deputy Director Security - BUIC

Ext: 1383

Subject: FINE ON SMOKING/BREACH OF GOOD CONDUCT

1. Undermentioned Students has committed a breach of discipline and good conduct in that they were found smoking in the University premises. Challan form of the students and his statements is enclosed at Annex A.

S. No	Name	Enrollment No	Program	Location	Time
a.	Muhammad Talal Rashid	01-116252-026	BS SCM	In front of mosque	12:00
b.	Salman Babar	01-116252-046	BS SCM	In front of mosque	12:00
c.	M Haroon Hashim	01-116252-020	BS SCM	In front of mosque	12:00
d.	Shahzaib Ali Qureshi	01-112212-147	BS A&F	BBS	15:50

2. They are hereby warned to be more careful in future and a fine of Rs.6000/- be imposed on above mentioned students under Bahria University Rules governing discipline. Severe disciplinary action will be taken if such incident is repeated.
3. HoD PM&SCM and HoD Accounting & Finance is requested to direct the relevant Faculty to brief the students regarding Bahria University Code of Conduct Policy and fine imposed on smoking.
4. In this regard, moreover HoD PM&SCM and HoD Accounting & Finance is requested to issue warning to students with info copy to their parents/NOK may be adequately briefed about the severity of the irregularities.

Annexure:
A. Smoking fine send on 21-oct-2025.pdf

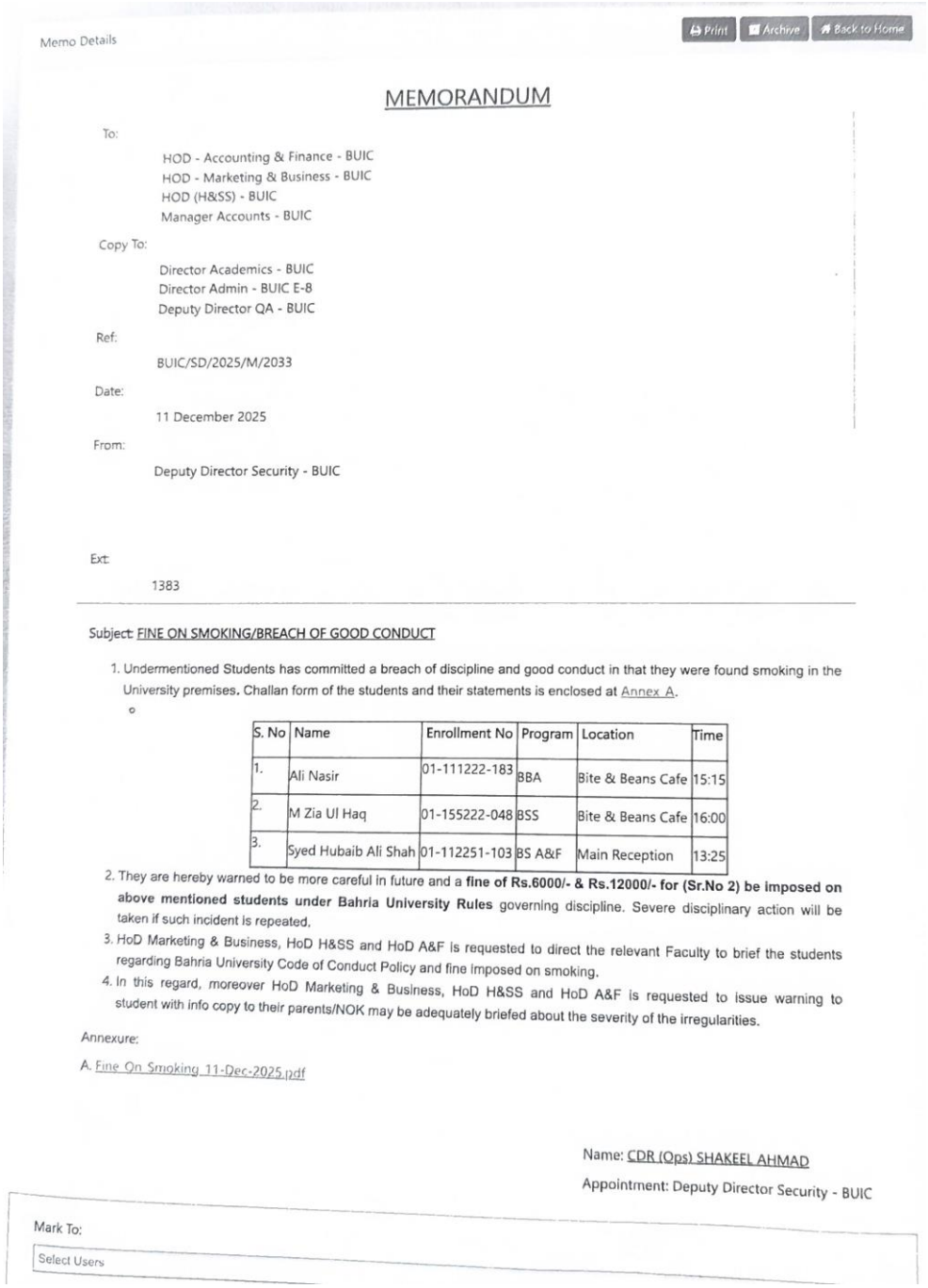
Name: CDR (Ops) SHAKEEL AHMAD
Appointment: Deputy Director Security - BUIC

Mark To:
Select Users

Figure 23: Original security memorandum dated 21 October 2025 showing the incident record, ordered fine and disciplinary inst ructions.

3.9 Smoking enforcement memorandum 11 December 2025

BUIC/SD/2025/M/2033 records 3 case entries and directs Rs. 6,000 for serials 1 and 3 and Rs. 12,000 for serial 2, together with warning and follow-up instructions.



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MEMORANDUM

To:

HOD - Accounting & Finance - BUIC
HOD - Marketing & Business - BUIC
HOD (H&SS) - BUIC
Manager Accounts - BUIC

Copy To:

Director Academics - BUIC
Director Admin - BUIC E-8
Deputy Director QA - BUIC

Ref:

BUIC/SD/2025/M/2033

Date:

11 December 2025

From:

Deputy Director Security - BUIC

Ext:

1383

Subject: FINE ON SMOKING/BREACH OF GOOD CONDUCT

1. Undermentioned Students has committed a breach of discipline and good conduct in that they were found smoking in the University premises. Challan form of the students and their statements is enclosed at Annex A.

S. No	Name	Enrollment No	Program	Location	Time
1.	Ali Nasir	01-111222-183	BBA	Bite & Beans Cafe	15:15
2.	M Zia Ul Haq	01-155222-048	BSS	Bite & Beans Cafe	16:00
3.	Syed Hubaib Ali Shah	01-112251-103	BS A&F	Main Reception	13:25

2. They are hereby warned to be more careful in future and a **fine of Rs.6000/- & Rs.12000/- for (Sr.No 2) be imposed on above mentioned students under Bahria University Rules** governing discipline. Severe disciplinary action will be taken if such incident is repeated.
3. HoD Marketing & Business, HoD H&SS and HoD A&F is requested to direct the relevant Faculty to brief the students regarding Bahria University Code of Conduct Policy and fine imposed on smoking.
4. In this regard, moreover HoD Marketing & Business, HoD H&SS and HoD A&F is requested to issue warning to student with info copy to their parents/NOK may be adequately briefed about the severity of the irregularities.

Annexure:

A. Fine On Smoking 11-Dec-2025.pdf

Name: CDR (Ops) SHAKEEL AHMAD

Appointment: Deputy Director Security - BUIC

Mark To:

Select Users

Figure 24: Original security memorandum dated 11 December 2025 showing the incident record, ordered fine and disciplinary instructions.

4 Anti tobacco awareness and student engagement in May 2025

Bahria University College of Medicine, Islamabad, promoted tobacco prevention through a student poster competition for World No-Tobacco Day 2025. The Department of Community Medicine and Public Health worked with the Student Support Centre and Students Community Support Club to engage students in communicating the harms of tobacco and the tactics used by the tobacco industry.

The public account dates the poster competition to 30 May 2025 as part of the observance of World No-Tobacco Day on 31 May. The annual reporting record identifies the campaign under 31 May 2025 and records participation by ten students with senior faculty. Three groups received cash prizes, and the annual account also records certificates for other participants. The activity used student-created visual messages and interaction with faculty to encourage tobacco-free choices.



Figure 25: Student explanation of an anti-tobacco display to participating faculty.



Figure 26: Faculty and students viewing the tobacco-awareness poster exhibition.



Figure 27: Original College of Medicine campaign graphic identifying World No-Tobacco Day on 31 May. Official BU World No Tobacco Day 2025 and poster competition record

4.1 Student anti tobacco messages

Student displays translated the policy's preventive purpose into visible health education. The posters address smoking-related lung damage, tobacco marketing and the importance of choosing a tobacco-free lifestyle. These original event photographs demonstrate implementation through awareness and student participation, alongside the enforcement record.



Figure 28: Original World No-Tobacco Day student poster challenging the appeal of tobacco promotion.



Figure 29: Original annual-report photograph of the student posters, including lung-health and no-smoking messages. Official BU event photographs and student awareness displays

4.2 Related substance prevention education during 2025

The University also reinforced substance prevention through student education. On 4 June 2025, Islamabad E-8 hosted Addiction and Its Consequences, delivered by Naeem Aslam Chughtai. The session addressed substance and behavioural addiction, harmful psychological and social effects, risk factors and prevention through discussion, case studies and questions. This complements the preventive education responsibilities identified in the student handbook.



Figure 30: Original LPDC photograph of the 4 June 2025 addiction-awareness session at Islamabad E-8. Official LPDC Addiction and Its Consequences activity

For World Drug Day 2025, the Institute of Professional Psychology collaborated with the Sindh Mental Health Authority on Overcoming Addiction Together. Specialists discussed prevention, treatment and recovery from substance and digital dependence. This provides further evidence of education supporting the University's broader drug, tobacco and alcohol prevention framework.



Figure 31: Original institutional photograph of the World Drug Day 2025 seminar audience.