



Smoke-Free Management Plan (Public Events)

Section 6 (overleaf) of this form may act as an application to the Director of Public Health for a Designated Smoking Area/s at a Public Event that has been declared smoke-free under section 67B of the *Public Health Act 1997* (PHA).

Event name

Event location and suburb

Event date and time

Contact person name

Contact person phone and email

Contact person address

Local council area

Attachments

- | | |
|--|--|
| <input type="checkbox"/> Site plan | <input type="checkbox"/> Alternative signs |
| <input type="checkbox"/> Staff communication | <input type="checkbox"/> Promotion materials |
| <input type="checkbox"/> Other | |

These questions are to be completed for all events:

<p>1. Signage (compulsory answer)</p>	<p><u>Approved signs to be used:</u></p> <p><input type="checkbox"/> This public event is smoke-free</p> <p><input type="checkbox"/> This market is smoke-free</p> <p><input type="checkbox"/> This festival is smoke-free</p> <p><input type="checkbox"/> This area is smoke-free</p> <p><input type="checkbox"/> Designated smoking-area</p> <p><input type="checkbox"/> Other, provide details:</p>	<p><u>Location of signs:</u></p> <p><input type="checkbox"/> Refer to site plan attached</p> <p><input type="checkbox"/> No site plan attached, provide details:</p>
<p>2. Event promotion materials (compulsory answer) Include attachments where possible.</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> Attached or provide details:</p>	<p><input type="checkbox"/> No - provide reason:</p>
<p>3. Staff Communication (compulsory answer)</p>	<p><input type="checkbox"/> Verbal <input type="checkbox"/> Writing</p> <p><input type="checkbox"/> Attached or provide details</p>	<p><input type="checkbox"/> Information cards needed</p> <p><input type="checkbox"/> Nominated officer/s application</p>

Include attachments where possible		form needed	
		<input type="checkbox"/> Public Health Services help needed	
4. Cessation support (optional answer)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
	Details:		
5. Health promotion (optional answer)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
	Details:		
Only complete this question for events that are applying for designated smoking area/s			
6. Site plan that indicates:			
• Number of designated smoking areas	<input type="checkbox"/> One	<input type="checkbox"/> Two	<input type="checkbox"/> > Two needed
• Location of designated smoking areas	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
• Location of signs	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
• Size (max 10m x 10m per area)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
• If stage located at the outer most edge of the area	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
• If food located >20m away	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
• If children activities located > 20m away	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
The Director of Public Health may approve a designated smoking area/s within a smoke-free public event with conditions that relate to the location, proximity to food or child activities, size and number of designated smoking areas. Event organisers must take all reasonable steps to comply with these conditions or penalties apply under section 671 of the PHA.			
Additional comments:			

Submit this form to: Public Health Services, Department of Health and Human Services
3/25 Argyle Street, Hobart 7000
Email tobacco.control@dhhs.tas.gov.au
Fax (03) 6222 7692

TOBACCO CONTROL USE ONLY:

Received: ___/___/___ Assessed: ___/___/___ by TCO: _____

Effective from 26 March 2016. For help, refer to the *Smoke Free Public Events: Events Organisers Guide* available at www.dhhs.tas.gov.au/peh/tobacco_control or call Public Health Services on 1800 671 738, 6166 0656 (south) or 67771979 (north).