

## American Indian Education Center: Tobacco-Use Prevention Education Program COMMERCIAL TOBACCO-FREE CERTIFICATION

Board/Tribal Chair Signature

Date

Contact Person

Email

Telephone Number

### Implementation of Commercial Tobacco-Free Policy

1. The agency's Commercial Tobacco-Free Policy prohibits the use of commercial tobacco products at any time in agency-owned or agency-leased buildings, on agency property, and in agency-owned vehicles. The agency has established written procedures to enforce this policy.

Yes      No

**Submit** the official agency Commercial Tobacco-Free Policy and enforcement procedures to ensure that the factors above are addressed, including date of implementation.

2. Policy and enforcement procedures have been communicated clearly to agency personnel, parents, students, and the larger community.

Yes      No

**Submit** the information that was disseminated to personnel, students, parents, and the community to show that the policy and enforcement procedures have been communicated.

3. Permanent signs stating "Commercial Tobacco Use Is Prohibited" are prominently displayed at all entrances to all properties/locations.

Yes      No

**Submit** evidence of compliance, including pictures of permanent signs and a signed assurance.

Form must be emailed on or before Tuesday, September 10, 2024, no later than 4 pm PST. The complete digitally signed copy of all attached documents as a PDF must be submitted by email to [AmericanIndianEducation@cde.ca.gov](mailto:AmericanIndianEducation@cde.ca.gov). The digital copies must be submitted as a continuous PDF document.

If you have any questions, please contact Judy Delgado by phone at 916-319-0506.

### **Criteria for Certification**

Check the appropriate box below.

The agency meets the criteria for certification as Commercial Tobacco-Free and is eligible for funding beginning October 1, 2024.

The agency **does not** meet the criteria for certification as Commercial Tobacco-Free and **is not** eligible for funding.