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| **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**  |  Site plan  Staff communication  Other  |   Alternative signs   Promotion materials  |
| **These questions are to be completed for all events:** |
| 1. **Signage**  (compulsory answer)
 | Approved signs to be used: This public event is smoke-free This market is smoke-free This festival is smoke-free  This area is smoke-free Designated smoking-area Other, provide details:  | Location of signs: Refer to site plan attached No site plan attached, provide details: |
| 1. **Event promotion materials** (compulsory answer) Include attachments where possible.
 |  Yes  Attached or provide details: |  No - provide reason:  |
| 1. **Staff Communication** (compulsory answer)

Include attachments where possible |  Verbal  Writing  Attached or provide details |  Information cards needed  Nominated officer/s application form needed Public Health Services help needed |
| 1. **Cessation support** (optional answer)
 |  Yes  Details:  | ** No  |
| 1. **Health promotion** (optional answer)
 |  Yes  Details:  |  No  |
| **Only complete this question for events that are applying for designated smoking area/s** |
| 1. **Site plan** that indicates:
 |  |  |
| * Number of designated smoking areas
 |  One  |  Two  > Two needed  |
| * Location of designated smoking areas
 |  Yes  |  No  |
| * Location of signs
 |  Yes  |  No |
| * Size (max 10m x 10m per area)
 |  Yes  |  No  |
| * If stage located at the outer most edge of the area
 |  Yes  |  No  N/A |
| * If food located >20m away
 |  Yes  |  No  N/A  |
| * If children activities located > 20m away
 |  Yes  |  No  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 67I 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

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| TOBACCO CONTROL USE ONLY: |  |
| Received: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Assessed: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ by TCO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |