

**Workplace Tobacco Policy Survey
May- December 2000**

Northern Kentucky District Health Department

The purpose of the survey was to assess the number and type of tobacco policies, as well as tobacco prevention education, in manufacturing companies located in the Northern Kentucky District Health Department area. Results will be used to determine opportunities for workplace health promotion in this district.

In this district, 79 manufacturers participated in a telephone survey conducted by the Tobacco Prevention Coordinators in collaboration with the research staff at the University of Kentucky (69% participation rate). The mean number of employees was 161. On average, 91% of the employees were Caucasian, and 68% were male. The TOTAL column represents 437 manufacturing companies surveyed in 10 CDC-funded health department service areas.

Does your company have a written smoking policy?

	Northern Kentucky n=78	Total n=428
Yes	57 (73%)	296 (69%)

Are employees permitted to smoke inside your company?

	Northern Kentucky n=78	Total n=432
Yes	40 (51%)	247 (57%)

If "Yes," is indoor smoking restricted to specified indoor areas?

	Northern Kentucky n=38	Total n=243
Yes	33 (87%)	220 (91%)

If "Yes," does the smoking policy specify which indoor areas are smoking areas?

	Northern Kentucky n=33	Total n=211
Yes	28 (85%)	165 (78%)

If "Yes," where is indoor smoking permitted?

	Northern Kentucky n=40	Total n=247
Cafeteria	9 (23%)	82 (33%)
Breakrooms	10 (25%)	133 (54%)
Personal offices	2 (5%)	29 (12%)
Conference rooms	1 (3%)	16 (7%)
Bathrooms	2 (5%)	24 (10%)
Other	20 (50%)	96 (39%)

If "Yes," are smoking areas separately enclosed and ventilated?

	Northern Kentucky <u>n</u> =38	Total <u>n</u> =242
Yes	18 (47%)	114 (47%)

If "Yes," does the smoking policy specify which indoor areas are separately ventilated for smoking?

	Northern Kentucky <u>n</u> =28	Total <u>n</u> =200
Yes	10 (36%)	60 (30%)

Are employees permitted to smoke outside your company?

	Northern Kentucky <u>n</u> =77	Total <u>n</u> =430
Yes	75 (97%)	416 (97%)

If "Yes," where is outdoor smoking permitted?

	Northern Kentucky <u>n</u> =75	Total <u>n</u> =414
Anywhere outside	43 (57%)	230 (56%)
Designated areas	31 (41%)	176 (42%)
Other	1 (1%)	13 (3%)

If "Yes," does the smoking policy specify which outdoor areas are smoking areas?

	Northern Kentucky <u>n</u> =59	Total <u>n</u> =360
Yes	25 (42%)	124 (34%)

If "Yes," are outdoor smoking areas enclosed?

	Northern Kentucky <u>n</u> =68	Total <u>n</u> =399
Yes	6 (9%)	50 (13%)

Is smoking permitted during working hours?

	Northern Kentucky <u>n</u> =79	Total <u>n</u> =432
Yes	75 (95%)	394 (91%)

If "Yes," when is smoking permitted?

	Northern Kentucky n=75	Total n=394
At any time	23 (31%)	125 (32%)
Before work	17 (23%)	148 (38%)
At break times	55 (73%)	308 (78%)
At lunch	53 (71%)	260 (66%)
After work	17 (23%)	146 (37%)
During meetings	1 (1%)	14 (4%)
After work functions	4 (5%)	57 (15%)

If "Yes," does the smoking policy specify when smoking is permitted?

	Northern Kentucky n=64	Total n=343
Yes	31 (48%)	151 (44%)

Are 'No Smoking' signs posted at your company?

	Northern Kentucky n=77	Total n=424
Yes	60 (78%)	347 (82%)

Do employees smoke in company vehicles?

	Northern Kentucky n=56	Total n=347
Yes	29 (52%)	182 (52%)

Does the smoking policy specify if smoking is permitted or not in company vehicles?

	Northern Kentucky n=48	Total n=318
Yes	11 (23%)	74 (23%)

To what extent do employees comply with the existing smoking policy?

	Northern Kentucky n=77	Total n=417
All or most of the time	75 (97%)	398 (95%)

Who enforces the smoking policy for employees?

	Northern Kentucky n=79	Total n=437
Immediate Supervisor	40 (51%)	255 (58%)
Manager	22 (28%)	190 (44%)
Security	1 (1%)	38 (9%)
Peers	8 (10%)	57 (13%)
Other	23 (29%)	93 (21%)

What action is taken when an employee violates the smoking policy?

	Northern Kentucky n=79			Total n=437		
	1 st offense	2 nd offense	3 rd offense	1 st offense	2 nd offense	3 rd offense
Verbal Reprimand	46 (58%)	10 (13%)	4 (5%)	269 (62%)	71 (16%)	19 (4%)
Written Reprimand	7 (9%)	35 (44%)	13 (17%)	54 (12%)	198 (45%)	82 (19%)
Termination/ Dismissal	4 (5%)	5 (6%)	11 (14%)	25 (6%)	31 (7%)	69 (15%)
Cessation/ Education	–	–	–	2 (1%)	2 (1%)	-
*Other	18 (23%)	19 (24%)	42 (53%)	50 (11%)	67 (15%)	176 (40%)

* Includes those that use further warnings, day without pay, or those with no policies for smoking violations.

Who do the employees contact if they have complaints about smoking restrictions?

	Northern Kentucky n=79	Total n=437
Immediate supervisor	31 (39%)	208 (48%)
Health and safety personnel	3 (4%)	41 (9%)
Risk manager	2 (3%)	27 (6%)
Other	52 (66%)	220 (50%)

Does your company's health plan reimburse for smoking cessation treatment?

	Northern Kentucky n=68	Total n=361
Yes	19 (28%)	95 (26%)

Does your company offer tobacco use prevention education?

	Northern Kentucky n=78	Total n=425
Yes	25 (32%)	91 (21%)

If “Yes,” what type of education is offered?

	Northern Kentucky n=25	Total n=91
Pamphlet handouts	14 (56%)	52 (57%)
Tobacco prevention posters	3 (12%)	22 (24%)
Individual or group advice from company healthcare providers	4 (16%)	15 (17%)
Other	12 (48%)	41 (45%)

Does your company offer resources to employees who want to quit using tobacco products?

	Northern Kentucky n=78	Total n=421
Yes	23 (30%)	100 (24%)

If “Yes,” what resources are available?

	Northern Kentucky n=23	Total n=100
Cooper/Clayton Method to Stop Smoking	2 (9%)	12 (12%)
Fresh Start (ACS)	–	4 (4%)
Freedom from Smoking (ALA)	1 (4%)	5 (5%)
Other	16 (70%)	68 (68%)

If “Yes,” who teaches the smoking cessation classes?

	Northern Kentucky n=23	Total n=100
Nurse	1 (4%)	4 (4%)
Community resource person(s)	6 (26%)	17 (17%)
Local hospital or outside vendor	8 (35%)	43 (43%)

If “Yes,” how often are the smoking cessation classes offered?

	Northern Kentucky n=2	Total n=12*
Once per year	1 (50%)	6 (50%)
Twice per year	1 (50%)	2 (17%)
Every 12 weeks	–	4 (33%)

*= data missing from 88 companies

If “Yes,” when are the smoking cessation classes offered?

	Northern Kentucky n=23	Total n=100
Before working hours	1 (4%)	4 (4%)
During working hours	4 (17%)	9 (9%)
After working hours	4 (17%)	21 (21%)
Weekend workshops	–	1 (1%)
Other	3 (13%)	21 (21%)

Are cigarettes sold on company property?

	Northern Kentucky n=79	Total n=429
Yes	5 (6%)	43 (10%)

If yes, how are cigarettes sold?

	Northern Kentucky n=5	Total n=43
Vending machine	4 (80%)	41 (95%)
Other	1 (20%)	1 (2%)

Does your smoking policy mention anything about the consequences of tobacco use, secondhand smoke or about protecting the health of others?

	Northern Kentucky n=63	Total n=365
Yes	12 (19%)	61 (17%)

How satisfied are you with your current smoking policy?

	Northern Kentucky <u>n</u> =78	Total <u>n</u> =421
Very satisfied	34 (44%)	201 (48%)

Are you contemplating changes in your smoking policy?

	Northern Kentucky <u>n</u> =77	Total <u>n</u> =422
Yes	9 (12%)	66 (16%)

How interested are you in receiving assistance on changing your smoking policies?

	Northern Kentucky <u>n</u> =76	Total <u>n</u> =413
Very interested	7 (9%)	34 (8%)
Somewhat interested	11 (15%)	75 (18%)

How interested are you in receiving assistance on effective smoking cessation programs?

	Northern Kentucky <u>n</u> =75	Total <u>n</u> =420
Very interested	14 (19%)	77 (18%)
Somewhat interested	30 (40%)	142 (34%)

Does your company have community outreach or funding programs for community projects?

	Northern Kentucky <u>n</u> =72	Total <u>n</u> =391
Yes	28 (39%)	224 (57%)

For more information please contact:

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