

The Kentucky Department for Public Health  
 University of Kentucky College of Nursing  
**Kentucky Workplace Tobacco Policy Study, 2008**

**Kentucky**

**Demographic Information**

1.	How many employees do you have?	n=	654
		Mean=	241
2.	About what percentage of your employees are male?	n=	625
			70.3%
3.	About what percentage of your employees are female?	n=	625
			30.6%
4.	About what percentage of your employees are under 18 years of age?	n=	600
			3.7%
5.	About what percentage of your employees are	n=	596
	a. Caucasian		83.9%
	b. African American		11.3%
	c. Hispanic		7.8%
	d. Asian		2.1%
	e. Other		2.0%

**Smoking Policy/Environment**

6.	Does your company have a written smoking policy?	n=	644
	Yes	520	80.7%
7.	[For those companies without a written policy] Does your company have a smoking policy that is not in writing?	n=	120
	Yes	84	70.0%

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8.	How is the company policy communicated?	<u>n</u> = 604
	a. Employee handbook	445 73.7%
	b. Hallways	97 16.1%
	c. Offices	60 9.9%
	d. Restrooms	62 10.3%
	e. Administrative offices	53 8.8%
	f. Not communicated	375 62.1%
	g. At time of hire/orientation	316 52.3%
	h. Signs/bulletin boards	34 5.6%
	i. Electronic/newsletter	90 14.9%
	j. Other	4 0.7%
9.	Are employees permitted to smoke inside your company?	<u>n</u> = 651
	Yes	195 30.0%
10.	[For companies allowing indoor smoking] Is indoor smoking restricted to specified indoor areas?	<u>n</u> = 193
	Yes	176 91.2%
11.	[For companies allowing indoor smoking] Does the policy, written or unwritten, specify which indoor areas are smoking areas?	<u>n</u> = 192
	Yes	156 81.3%
	No	12 6.3%
	Does not have a policy, written or unwritten	24 12.5%
12.	[For companies allowing indoor smoking] Are indoor smoking areas separately enclosed and ventilated?	<u>n</u> = 191
	All	75 39.3%
	Some	34 17.8%
	None	74 38.7%
	I don't know	8 4.2%

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13.	[For companies allowing indoor smoking] Does the smoking policy specify which indoor areas are separately ventilated for smoking?	<u>n</u> = 183	
	Yes	56	30.6%
	No	94	51.4%
	Does not have a policy, written or unwritten	33	18.0%
14.	[For companies allowing indoor smoking] Where is indoor smoking permitted? (Fill in all that apply)	<u>n</u> = 195	
	a. Cafeteria	45	23.1%
	b. Break rooms	101	51.8%
	c. Personal offices	22	11.3%
	d. Conference rooms	15	7.7%
	e. Bathrooms	20	10.3%
	f. Work area/plant floor	65	33.3%
	g. Smoking rooms	51	26.2%
	h. Other	26	13.3%
15.	Are employees permitted to smoke outside your company?	<u>n</u> = 652	
	Yes	626	96.0%
16.	[For companies allowing outdoor smoking] Where is outdoor smoking permitted?	<u>n</u> = 616	
	a. Anywhere outside	160	26.0%
	b. Designated areas outside	443	71.9%
	c. Other	13	2.1%
17.	[For companies allowing outdoor smoking] Does the smoking policy, written or unwritten, specify which outdoor areas are smoking areas?	<u>n</u> = 609	
	Yes	386	63.4%
	No	176	28.9%
	Does not have a policy, written or unwritten	47	7.7%

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18.	[For companies allowing outdoor smoking] Are outdoor smoking areas enclosed? No	n= 613 512 83.5%
19.	Is smoking permitted during work hours? Yes	n= 652 588 90.2%
20.	[For companies permitting smoking during work hours] Does the smoking policy, written or unwritten, specify when smoking is permitted?	n= 569
	Yes	390 68.5%
	No	135 23.7%
	Does not have a policy, written or unwritten	44 7.7%
21.	[For companies permitting smoking during work hours] When is smoking permitted?	n= 588
	a. Any time	105 17.9%
	b. Before work	293 49.8%
	c. Break time	497 84.5%
	d. Lunch time	459 78.1%
	e. After work	283 48.1%
	f. During meetings	4 0.7%
	g. After work functions	22 3.7%
	h. Other times	2 0.3%
22.	Are No Smoking signs posted at your company? Yes	n= 650 558 85.8%
23.	Do employees smoke in company vehicles?	n= 646
	Yes	165 25.5%
	No	372 57.6%
	Does not have company vehicles	109 16.9%

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24.	Does the smoking policy, written or unwritten, specify if smoking is permitted or not in company vehicles?	<u>n</u> = 516	
	Yes	258	50.0%
	No	203	39.3%
	Does not have a policy, written or unwritten	55	10.7%

**Smoking Policy Compliance/Enforcement**

25.	To what extent do employees comply with the existing smoking policy?	<u>n</u> = 655	
	a. All of the time	364	55.6%
	b. Some of the time	24	3.7%
	c. Most of the time	237	36.2%
	d. Never	1	0.2%
	e. Does not have a policy, written or unwritten	29	4.4%

26.	Who enforces the smoking policy for employees? (Fill in all that apply)	<u>n</u> = 655	
	a. Immediate Supervisor	491	75.0%
	b. Manager	392	59.8%
	c. Security	69	10.5%
	d. Peers	103	15.7%
	e. Others	128	19.5%
	f. Does not have a policy, written or unwritten	28	4.3%

27.	For a first time offense, what action is taken when an employee violates the smoking policy? (Fill in all that apply)	<u>n</u> = 655	
	a. Verbal reprimand	428	65.3%
	b. Written reprimand	118	18.0%
	c. Participation in smoking cessation or education program	0	0.0%
	d. Other	90	13.7%
	e. Does not have a policy, written or unwritten	51	7.8%

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28.	For a second time offense, what action is taken when an employee violates the smoking policy? (Fill in all that apply)	<u>n</u> = 655
	a. Verbal reprimand	70 10.7%
	b. Written reprimand	403 61.5%
	c. Day off without pay	33 5.0%
	d. Participation in smoking cessation or education program	3 0.5%
	e. Other	138 21.1%
	f. Does not have a policy, written or unwritten	56 8.5%
29.	For 3 or more offenses, what action is taken when an employee violates the smoking policy? (Fill in all that apply)	<u>n</u> = 655
	a. Verbal reprimand	21 3.2%
	b. Written reprimand	90 13.7%
	c. Day off without pay	54 8.2%
	d. Participation in smoking cessation or education program	0 0.0%
	e. Mandatory smoking cessation program	0 0.0%
	f. Suspension from work	143 21.8%
	g. Termination	235 35.9%
	h. Never happens	103 15.7%
	i. Other	79 12.1%
	h. Does not have a policy, written or unwritten	55 8.4%
30.	Who do the employees contact if they have complaints about people violating smoking restrictions? (Fill in all that apply)	<u>n</u> = 655
	a. Immediate supervisor	485 74.0%
	b. Health and safety personnel	129 19.7%
	c. Risk manager	49 7.5%
	d. Human Resources	334 51.0%
	e. Manager	219 33.4%
	f. Other	53 8.1%

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**Smoking Cessation**

31.	Does your company provide resources to employees who want to quit using tobacco products?	<u>n</u> = 647
	Yes	427 66.0%
32.	What resources are available? (Fill in all that apply)	<u>n</u> = 427
	a. Cooper-Clayton Method to Stop Smoking	104 24.4%
	b. Fresh Start (American Cancer Society)	16 3.7%
	c. Freedom from Smoking (American Lung Association)	10 2.3%
	d. Make Yours a Fresh Start Family (American Cancer Society)	0 0.0%
	e. Employee Assistance Program	163 38.2%
	f. Telephone Quit Line	51 11.9%
	g. Self-Help Booklets/Posters	40 9.4%
	h. Counselor	25 5.9%
	i. Computer/On-Line help	9 2.1%
	j. Doctor/Other Health Care Professional	31 7.3%
	k. Insurance	185 43.3%
	l. Other classes	24 5.6%
	m. Reimbursement/Incentives	74 17.3%
	n. Other	65 15.2%
33.	Who provides the smoking cessation services? (Fill in all that apply)	<u>n</u> = 427
	a. Company Nurse	24 5.6%
	b. Community resource person	22 5.2%
	c. Employee Assistance Program	122 28.6%
	d. Insurance Company Program	130 19.8%
	e. Hospital/Health Department	95 14.5%
	f. Physicians/Other Health Care Professionals	21 3.2%
	g. Human Resources	72 11.0%
	h. Other	55 8.4%

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**Availability of Tobacco Onsite**

34.	Are cigarettes sold on company property?	<u>n</u> =	653
	Yes	6	0.9%
35.	If "Yes", how are cigarettes sold? (Fill in all that apply)	<u>n</u> =	6
	a. Company store	0	0.0%
	b. Vending machines	5	83.3%
	c. Other	0	0.0%

**Perceptions of Policy/Interest in Assistance**

36.	Does your smoking policy mention anything about the consequences of tobacco, secondhand smoke or about protecting the health of others?	<u>n</u> =	641
	Yes	173	27.0%
	No	407	63.5%
	Does not have a policy, written or unwritten	61	9.5%
37.	How satisfied are you with your current smoking policy?	<u>n</u> =	654
	a. Very satisfied	308	47.1%
	b. Somewhat satisfied	126	19.3%
	c. Satisfied	139	21.3%
	d.. Not satisfied	52	8.0%
	e. Does not have a policy, written or unwritten	29	4.4%
38.	Are you contemplating changes in your smoking policy?	<u>n</u> =	652
	No	527	80.8%
39.	How interested are you in receiving assistance on changing your smoking policy?	<u>n</u> =	651
	a. Very interested	53	8.1%
	b. Somewhat interested	102	15.7%
	c. Not interested	496	76.2%



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40.	How interested are you in receiving assistance on effective smoking cessation programs?	<u>n</u> = 648
	a. Very interested	135 20.8%
	b. Somewhat interested	206 31.8%
	c. Not interested	307 47.4%

**Spit Tobacco Policy**

41.	Which of the following best describes your company's official policy on spit (smokeless) tobacco for indoor common areas such as lobbies, rest rooms, and lunch rooms?	<u>n</u> = 649
	a. Not allowed in common areas	334 51.5%
	b. Allowed in some common areas	48 7.4%
	c. Allowed in all common areas	64 9.9%
	d. Other	53 8.2%
	e. No official policy	150 23.1%

42.	Which of the following best describes your company's official policy on spit (smokeless) tobacco for work areas?	<u>n</u> = 636
	a. Not allowed in work areas	353 55.5%
	b. Allowed in some work areas	50 7.9%
	c. Allowed in all work areas	61 9.6%
	d. Other	19 3.0%
	e. No official policy	153 24.1%

43.	If your company has an official spit tobacco policy, how often is it enforced?	<u>n</u> = 632
	a. Always enforced	324 51.3%
	b. Sometimes enforced	76 12.0%
	c. Never enforced	9 1.4%
	d. Other	18 2.8%
	e. Does not have a policy, written or unwritten	205 32.4%

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44. Would you send us a copy of your spit tobacco and/or smoking policy if you have them?	n=	637
Yes	245	38.5%
No	224	35.2%
Does not have written policies	168	26.4%

**Company Support/Community Involvement**

45. Does your company have an employee wellness or health promotion program (e.g. health education services, activities, classes, workshops, lectures, individual counseling or wellness information)?	n=	648
Yes	369	56.9%
No	257	39.7%
Don't Know	22	3.4%

46. Does your company health insurance plan cover all or part of the cost of the following? (Fill in all that apply)	n=	655
a. Pharmaco-therapies for smoking cessation (e.g. Wellbutrin, Zyban, patches/gum, etc.)	320	48.9%
b. Behavioral counseling or classes for smoking cessation	212	32.4%

47. Does your company have community outreach or funding programs for community projects?	n=	651
Yes	321	49.3%

**Miscellaneous**

48. Does the manufacture of your products involve flammable materials?	n=	645
Yes	398	61.7%
49. Do your employees belong to a union?	n=	652
Yes	125	19.2%

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Manufacturing Facility Participation Rate

69.6%

Note: Data for this report were collected November 2007 - August 2008 in manufacturing facilities with 50 or more employees.

*This report was prepared through a contract between the Kentucky Cabinet  
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