

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

**Mercer/Anderson County Health Departments**

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 Mercer/Anderson County Health Department area. Results will be used to determine opportunities for workplace health promotion in this area.

In this area, 12 manufacturers participated in a telephone survey conducted by the Tobacco Prevention Coordinators in collaboration with the research staff at the University of Kentucky (75% participation rate). The mean number of employees for this area was 124. On average, 80% of the employees were Caucasian, and 42% 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?**

	Mercer/Anderson n=12	Total n=428
Yes	10 (83%)	296 (69%)

**Are employees permitted to smoke inside your company?**

	Mercer/Anderson n=12	Total n=432
Yes	8 (67%)	247 (57%)

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

	Mercer/Anderson n=8	Total n=243
Yes	8 (100%)	220 (91%)

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

	Mercer/Anderson n=8	Total n=211
Yes	8 (100%)	165 (78%)

**If "Yes," where is indoor smoking permitted?**

	Mercer/Anderson n=8	Total n=247
Cafeteria	2 (25%)	82 (33%)
Breakrooms	5 (63%)	133 (54%)
Personal offices	–	29 (12%)
Conference rooms	–	16 (7%)
Bathrooms	–	24 (10%)
Other	2 (25%)	96 (39%)

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

	Mercer/Anderson <u>n</u> =8	Total <u>n</u> =242
Yes	7 (88%)	114 (47%)

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

	Mercer/Anderson <u>n</u> =7	Total <u>n</u> =200
Yes	4 (57%)	60 (30%)

**Are employees permitted to smoke outside your company?**

	Mercer/Anderson <u>n</u> =12	Total <u>n</u> =430
Yes	11 (92%)	416 (97%)

**If "Yes," where is outdoor smoking permitted?**

	Mercer/Anderson <u>n</u> =11	Total <u>n</u> =414
Anywhere outside	5 (46%)	230 (56%)
Designated areas	6 (55%)	176 (42%)
Other	–	13 (3%)

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

	Mercer/Anderson <u>n</u> =10	Total <u>n</u> =360
Yes	4 (40%)	124 (34%)

**If "Yes," are outdoor smoking areas enclosed?**

	Mercer/Anderson <u>n</u> =10	Total <u>n</u> =399
Yes	3 (30%)	50 (13%)

**Is smoking permitted during working hours?**

	Mercer/Anderson <u>n</u> =12	Total <u>n</u> =432
Yes	11 (92%)	394 (91%)

**If "Yes," when is smoking permitted?**

	Mercer/Anderson n=11	Total n=394
At any time	–	125 (32%)
Before work	2 (18%)	148 (38%)
At break times	11 (100%)	308 (78%)
At lunch	11 (100%)	260 (66%)
After work	1 (9%)	146 (37%)
During meetings	–	14 (4%)
After work functions	1 (9%)	57 (15%)

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

	Mercer/Anderson n=10	Total n=343
Yes	6 (60%)	151 (44%)

**Are 'No Smoking' signs posted at your company?**

	Mercer/Anderson n=12	Total n=424
Yes	12 (100%)	347 (82%)

**Do employees smoke in company vehicles?**

	Mercer/Anderson n=11	Total n=347
Yes	2 (18%)	182 (52%)

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

	Mercer/Anderson n=10	Total n=318
Yes	3 (30%)	74 (23%)

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

	Mercer/Anderson n=12	Total n=417
All or most of the time	12 (100%)	398 (95%)

**Who enforces the smoking policy for employees?**

	Mercer/Anderson n=12	Total n=437
Immediate Supervisor	10 (83%)	255 (58%)
Manager	9 (75%)	190 (44%)
Security	3 (25%)	38 (9%)
Peers	4 (33%)	57 (13%)
Other	1 (8%)	93 (21%)

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

	Mercer/Anderson n=12			Total n=437		
	1 <sup>st</sup> offense	2 <sup>nd</sup> offense	3 <sup>rd</sup> offense	1 <sup>st</sup> offense	2 <sup>nd</sup> offense	3 <sup>rd</sup> offense
Verbal Reprimand	7 (58%)	2 (17%)	–	269 (62%)	71 (16%)	19 (4%)
Written Reprimand	3 (25%)	9 (75%)	4 (33%)	54 (12%)	198 (45%)	82 (19%)
Termination/Dismissal	1 (8%)	1 (8%)	1 (8%)	25 (6%)	31 (7%)	69 (15%)
Cessation/Education	–	–	–	2 (1%)	2 (1%)	–
*Other	–	–	4 (33%)	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?**

	Mercer/Anderson n=12	Total n=437
Immediate supervisor	6 (50%)	208 (48%)
Health and safety personnel	1 (8%)	41 (9%)
Risk manager	–	27 (6%)
Other	6 (50%)	220 (50%)

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

	Mercer/Anderson n=12	Total n=361
Yes	4 (33%)	95 (26%)

**Does your company offer tobacco use prevention education?**

	Mercer/Anderson n=12	Total n=425
Yes	3 (25%)	91 (21%)

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

	Mercer/Anderson n=3	Total n=91
Pamphlet handouts	1 (33%)	52 (57%)
Tobacco prevention posters	–	22 (24%)
Individual or group advice from company healthcare providers	–	15 (17%)
Other	1 (33%)	41 (45%)

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

	Mercer/Anderson n=12	Total n=421
Yes	3 (25%)	100 (24%)

**If “Yes,” what resources are available?**

	Mercer/Anderson n=3	Total n=100
Cooper/Clayton Method to Stop Smoking	1 (33%)	12 (12%)
Fresh Start (ACS)	–	4 (4%)
Freedom from Smoking (ALA)	–	5 (5%)
Other	2 (67%)	68 (68%)

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

	Mercer/Anderson n=3	Total n=100
Nurse	–	4 (4%)
Community resource person(s)	–	17 (17%)
Local hospital or outside vendor	1 (33%)	43 (43%)

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

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

\*= data missing from 88 companies

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

	Mercer/Anderson n=3	Total n=100
Before working hours	–	4 (4%)
During working hours	–	9 (9%)
After working hours	1 (33%)	21 (21%)
Weekend workshops	–	1 (1%)
Other	–	21 (21%)

**Are cigarettes sold on company property?**

	Mercer/Anderson n=12	Total n=429
Yes	1 (8%)	43 (10%)

**If yes, how are cigarettes sold?**

	Mercer/Anderson n=1	Total n=43
Vending machine	1 (100%)	41 (95%)
Other	–	1 (2%)

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

	Mercer/Anderson n=11	Total n=365
Yes	3 (27%)	61 (17%)

**How satisfied are you with your current smoking policy?**

	Mercer/Anderson n=12	Total n=421
Very satisfied	4 (33%)	201 (48%)

**Are you contemplating changes in your smoking policy?**

	Mercer/Anderson n=11	Total n=422
Yes	2 (18%)	66 (16%)

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

	Mercer/Anderson n=12	Total n=413
Very interested	–	34 (8%)
Somewhat interested	2 (17%)	75 (18%)

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

	Mercer/Anderson n=12	Total n=420
Very interested	1 (8%)	77 (18%)
Somewhat interested	3 (25%)	142 (34%)

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

	Mercer/Anderson n=10	Total n=391
Yes	4 (40%)	224 (57%)

**For more information please contact:**

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