

Worksite Tobacco Policy Evaluation Tool

Company Name _____

POLICY

1. Does the policy require 100% tobacco-free buildings? Yes No Unclear
2. Does the policy require 100% smoke-free buildings? Yes No Unclear
3. Does the policy require 100% smoke-free outdoors? Yes No Unclear
4. Does the policy require 100% smoke-free vehicles? Yes No Unclear

PURPOSE

5. Is a purpose statement included in the policy? Yes No Unclear

SCOPE

6. The policy applies to... Employees Customers Visitors Unclear

PROCEDURE

7. Does the policy require signs signifying tobacco policy to be posted? Yes No Unclear
8. Does the policy state that a company-sponsored cessation program is offered? Yes No Unclear
9. Does the policy state that referral to off-campus cessation programs is offered? Yes No Unclear
10. Is the company's enforcement procedure included in the policy? Yes No Unclear
11. Is a non-retaliation clause included in the policy? Yes No Unclear

Rating Scale:

Excellent 100% smoke-free buildings and “yes” to seven or more additional questions.

Good 100% smoke-free buildings and “yes” to four to six additional questions.

Adequate 100% smoke-free buildings and “yes” to three or fewer additional questions.

Inadequate Buildings are not smoke free.