

# **Tobacco-Free UC Enforcement and Compliance Scripts for the Campus Community (University of Cincinnati)**

The following scenarios and scripts are designed to assist members of the UC community in the enforcement of the new Tobacco-Free policy.

UC expects all members of the community to be respectful and courteous when approaching someone using tobacco products on campus. If the tobacco user becomes agitated or hostile, please do not escalate the situation. Simply walk away.

You might find the tips in the following acronym helpful:

- S** "Smile" and introduce yourself.
- M** "Make" the assumption the person doesn't know the policy.
- O** "Offer" resources for tobacco cessation (refer to Tobacco Free website).
- K** "Kindly" remind the person of the tobacco-free policy.
- E** "Enforce" the policy: ask the person to stop using tobacco on campus.

Making sure the same language is being used with faculty, staff, students, visitors, volunteers and contractors about the policy ensures a firm, polite and compassionate message. The following scripts provide useful examples on how to address someone on campus.

## **Scenario #1:**

**Situation:** You see a person using tobacco products on UC property.

**Response:** "Hello, my name is \_\_\_\_\_, and I am an (employee, student) here at UC. I want to make you aware that we are now a tobacco-free campus ... meaning that tobacco products are prohibited on our grounds. It's part of our commitment to protect the health of everyone while they're here. This new policy went into effect on May 1st. Thank you for your cooperation."

## **Scenario #2**

**Situation:** You see a person using an e-cigarette on UC property.

**Response:** "Hi, my name is \_\_\_\_\_, and I am an (employee, student) here at UC. I want to make you aware that we are now a tobacco-free campus. Some people don't realize that our policy includes e-cigarettes.

It's part of our commitment to protect the health of everyone while they're here. This new policy went into effect on May 1st. Thank you for your cooperation."

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## **Scenario #3:**

**Question:** "Where am I allowed to smoke?"

**Response:** "UC became a tobacco-free campus on May 1<sup>st</sup> prohibiting tobacco-use of any kind on campus. If you need to smoke or use tobacco products, you will need to leave the campus. Thank you for respecting our policy."

## **Scenario #4:**

**For Vendors and Visitors to the UC Campus:** "I'd like to let you know in advance that UC will be a tobacco-free environment as of May 1, 2017. We respectfully ask that representatives from your organization refrain from using tobacco products on our property, grounds, or parking areas. We have employees, students, and other community members who are trying to quit using tobacco and want to create an environment that will help them in their cessation efforts."

## **Scenario #5:**

**For prospective students and their families, prior to visiting the UC campus:** "I'd like to let you know in advance that UC will be a tobacco-free environment as of May 1, 2017. The use of tobacco products is not allowed on our property, grounds, or parking areas. Thank you for respecting our policy."

## **Scenario #6:**

**For situations where person disagrees with policy.**

**Question:** "Why should I comply? I don't agree with the policy."

**Response:** "Respect for others and a culture of health and wellness are what guide us in establishing and maintaining a tobacco-free campus. While this policy may be challenging for tobacco users at first, we hope that all members of the University community will respect each other and the environment."