



Ideas and Suggestions for Creating a Supportive Workplace for Quitting Smoking

tobacco
free

Understand the Quitting Process

Many tobacco users make multiple attempts before they are successful in overcoming their addiction. For many people, quitting smoking is the hardest thing they will ever do. The workplace should be a place that supports this challenging process. Employers and co-workers can be supportive by:

- Showing concern for them no matter what you think about their smoking.
- Not preaching, nagging or using guilt trips.
- Keeping in regular contact with them to offer support and encouragement.
- Being sensitive to the moods and needs of the smoker who is quitting.
- Letting them know you believe they can do it and that they have your support whether they are able to quit now or later.

Offer Incentives

Provide incentives for employees to quit by organizing quit and win contests. Use hands-on tools such as Quit Kits to spark interest among employees.

- Find out what prizes would motivate employees.
- Talk to major suppliers and clients to see if they will donate to this cause.
- Cash prizes work well and are easy to hand out.
- Paid time off is always a welcome and an affordable incentive to offer.

Provide Alternatives to Smoke Breaks

Many employees smoke because they are bored during breaks. Provide other activities to keep them busy.

- Put board games, cards, puzzles, ping pong table, or foosball table in the lunchroom.
- Put up a basketball hoop in the parking lot.
- Start a walking group. Use pedometers and prizes to entice participation.



Change the Physical Environment

Tobacco-free workplaces actually help those trying to quit by removing powerful triggers to smoke.

- Work closely with building management to establish a workplace environment that conveys a tobacco-free message. This includes removing smoking shelters and cigarette butt receptacles. Signs should be placed at all vehicle and pedestrian entrances in order to notify employees and visitors that they are entering a tobacco-free workplace.
- Supply mints, gum or toothpicks in staff common areas to help those trying to quit overcome the urge to smoke.
- All tobacco-free messages, signage and policies should be extended to include electronic nicotine delivery systems ('ENDS') (i.e. e-cigarettes with or without nicotine).

Dates to Remember

Make use of special events and opportunities throughout the year to promote opportunities to quit:

- National non-smoking week (each third week of January) a great time for New Year's resolutions.
- World No Tobacco Day – every May 31.
- Healthy Workplace Month – October every year.

