



Smoke & Tobacco-Free Suggested Scripts

Tips for Using Scripts

These scripts are intended to help the UC community members become more comfortable discussing the tobacco-free environment policy with other staff, students, faculty, and visitors in a respectful and supportive manner.

- Be empathetic. The three to five minutes you spend with a person struggling with their need for tobacco could help their craving dissipate.
- Use common sense in every situation.
- Remember that the encounter should be supportive, not punitive.
- Share information about the campus policy in a non-judgmental way.

Script #1

- **Situation:** You see a person using tobacco products on UC property
- **Response:** "Hello, my name is _____, and I am an (employee, student, faculty member) here at _____.
- I want to make you aware that we are a smoke and tobacco-free campus, meaning that smoking and all tobacco products are prohibited on our grounds. UC implemented this policy because we are committed to providing a healthy, safe, and productive work and learning environment for the entire campus community. We would appreciate it if you would not smoke or use tobacco products while visiting our campus. Thank you for helping us keep our campus smoke and tobacco-free."

Script #2

- **Question:** "Where am I allowed to smoke?"
- **Response:** "Smoking and the use of other tobacco products are not allowed on any UC property. If you wish to smoke, you will need to leave campus property to do so."

Script #3

- **Question:** "Am I allowed to smoke in my car?"
- **Response:** "We ask that you respect our policy and not smoke or use tobacco products while your vehicle is on UC property."

Script #4

- **For Vendors, Contractors, and Visitors:** "I'd like to let you know in advance that UC, _____ is a Smoke/Tobacco-Free environment since January 2, 2014. Smoking or use of tobacco products will not be permitted on any University property, grounds, or in the parking areas. Thank you for respecting our policy."