

Formative Evaluation of the *Smoke-Free Ontario Act*

Summary of the Baseline Compliance Survey

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Evaluation Advisory Committee

The Enforcement Task Force, a sub-committee of the Community Action Working Group (CAWG) established by the Ministry of Health Promotion to oversee the implementation of the *Smoke-Free Ontario Act*.

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TABLE OF CONTENTS

EXECUTIVE SUMMARY	iii
GLOSSARY.....	v
INTRODUCTION.....	1
METHODS	1
Design	1
Sample.....	1
Data Collection	2
Interpretation of Results.....	3
RESULTS	3
Point of Sale Promotions	3
<i>Action Taken</i>	8
Youth Access	8
<i>Action Taken</i>	12
Smoke-Free Public Places (Restaurants and Bars)	12
<i>Action Taken</i>	13
CONCLUSION	14
APPENDIX A: PREMISE EXCLUSION CRITERIA.....	15
APPENDIX B: DATA COLLECTION SHEETS.....	17

LIST OF FIGURES

Figure 1: Point of Sale Promotions, by Type of Promotion and by Type of Vendor, April-May, 2006.....	5
Figure 2: Point of Sale Promotions, by TCAN, April-May, 2006.....	7
Figure 3: Compliance with Youth Access Stipulations, by Type of Vendor, April-May, 2006	9
Figure 4: Compliance with Youth Access Stipulations, by TCAN, April-May, 2006	11

LIST OF TABLES

Table 1: Tobacco Vendor Sample, April-May, 2006	3
Table 2: Restaurant and Bar Sample, April-May, 2006.....	3
Table 3: Point of Sale Promotions, by Type of Promotion, April-May, 2006.....	4
Table 4: Action Taken in Point of Sale Promotions Visits, April-May, 2006.....	8
Table 5: Compliance with Youth Access Stipulations, April-May, 2006	8
Table 6: Action Taken in Youth Access Visits, April-May, 2006.....	12
Table 7: Indoor Smoke-free Stipulations in Restaurants/Bars, April-May, 2006.....	12
Table 8: Outdoor Patios in Restaurants and Bars, April-May, 2006	13
Table 9: Action Taken in Restaurant/Bar Visits, April-May, 2006.....	13

EXECUTIVE SUMMARY

This is the first in a series of reports about the formative evaluation of the *Smoke-Free Ontario Act*. The design of the formative evaluation includes three province-wide compliance surveys of randomly selected tobacco vendors and public places (restaurants and bars): one survey conducted before the implementation of the *Smoke-Free Ontario Act* (May 31st, 2006) and two surveys conducted post-implementation. The following report summarizes the first of the three province-wide compliance surveys.

A total of 1,414 tobacco vendors in 5 trade classes (chain convenience, independent convenience and discount stores, gas stations, grocery stores and restaurants) and 1,430 public places (restaurants and bars) were inspected by Public Health Unit enforcement staff between April 18th and May 9th, 2006.

Point of Sale Promotions

- 46% of vendors had decorative/ illuminated panels and/or promotional lighting
- 40% of vendors had three dimensional exhibits and/or other devices, instruments and enhancements
- 34% of vendors had cigarettes displayed in units larger than single cigarette packages
- 33% of vendors had countertop displays
- 21% of vendors had outside promotional displays
- 10% of vendors displayed tobacco products in such a way as to permit handling by purchasers prior to purchase

Youth Access

- 88% of vendors were in compliance with the prohibition on selling tobacco to minors
- 77% of vendors requested proof of age in the form of identification
- 81% of sales to minors occurred when vendors did not ask for age or for proof of age, while the remaining 19% of sales to minors occurred despite the vendors having asked for age or proof of age
- 87% of vendors had posted the required age identification signs
- 79% of vendors had posted the required health warning signs

Smoke-Free Public Places

- Indoor smoke-free stipulations:
 - Smoking was observed in 4% of restaurants and bars that were visited
 - more people were observed smoking inside bars than restaurants (16% vs. 2%, respectively)
 - 6% of restaurants and bars had ashtrays present
 - 67% of restaurants and bars had 'no smoking' signs posted
- Designated Smoking Rooms:
 - 4% of restaurants and bars had a designated smoking room
 - 70% of designated smoking rooms had people smoking inside at the time of the visit

- **Outdoor patio stipulations:**

- 25% of restaurants and bars had a patio at the time of the visit
 - more bars had patios than restaurants (48% vs. 22% respectively)
- 46% of the patios would not allow for smoking under the *Smoke-Free Ontario Act*
- 30% of patios were being used at the time of the survey
 - more bar patios were being used than restaurant patios (48% vs. 24%, respectively)
- Smoking was observed on 26% of all patios that were being used at the time of the visit
 - more bar patios were being used for smoking than restaurant patios (47% vs. 16%, respectively)

GLOSSARY

CAWG	Community Action Working Group
OTRU	Ontario Tobacco Research Unit
SFOA	<i>Smoke-Free Ontario Act</i>
TCAN	Tobacco Control Area Network. All 36 Public Health Units in the province are divided into 7 geographic Tobacco Control Area Networks.
DSR	Designated Smoking Room

INTRODUCTION

The Ontario Tobacco Research Unit (OTRU) is responsible for comprehensive evaluation of the Smoke-Free Ontario Strategy. An integral part of this effort is a formative evaluation of activities and impacts of the *Smoke-Free Ontario Act* (SFOA). The formative evaluation aims to provide policymakers and managers with timely information about SFOA implementation. The data will provide Ministry and Public Health Unit officials with valuable information for planning enforcement strategies. In accordance with the primary objectives of SFOA, the evaluation focuses on the extent of compliance with stipulations that prevent youth from purchasing tobacco, restrict point of sale promotion of tobacco products, and prohibit smoking in public places and workplaces.

METHODS

Design

A central component of the evaluation is a compliance survey of tobacco vendors and public places (restaurants and bars) conducted in three rounds: a baseline measurement prior to SFOA implementation and two measurements to track post-implementation changes in compliance. This report presents findings from the baseline measurement only. In order to understand patterns and trends that emerge from the compliance survey rounds, contextual information is being gathered through interviews, questionnaires and media tracking. This information will be presented in future reports following the second and third compliance survey rounds. A more comprehensive evaluation of the SFOA experience will be possible after a full year of implementation.

Sample

A regionally-stratified random sample of tobacco vendors, restaurants and bars was drawn from inventories supplied by all 36 Public Health Units in the province. While these inventories constituted the best available knowledge about the vendor, restaurant and bar populations, some of the inventories were not up to date. As such, they included premises that were no longer selling tobacco or were no longer open for business. Efforts were made to supplement the Public Health Unit inventories with information from a commercial database purchased for this purpose. Comparison of these two sources resulted in a decision to rely on the Public Health Unit inventories.

Premises were categorized based on the vendor or food premise type codes included in the inventories. Seven inventories did not include premise type codes. In these inventories, premises were categorized based on the name of the premise and/or by the Yellow Pages™ categorization for the premise. Tobacco vendors were categorized into 5 trade classes: chain convenience

stores, independent convenience and discount stores, gas stations, grocery stores and restaurants. Public places were grouped into one category, restaurants and bars, as there were too few distinct bars in the province to sample. Other types of vendors and public places excluded from the survey (e.g., gift shops and Royal Canadian Legions) are summarized in Appendix A.

Both the vendor and restaurant/bar samples were stratified at the Tobacco Control Area Network (TCAN)-level. Roughly 240 tobacco vendors and 240 restaurants and bars were randomly selected in each TCAN from the inventories. Equal numbers of vendors were selected in each of the 5 vendor trade classes. Due to the smaller premise population size and geographic dispersion, the North West and North East TCANs were collapsed into a single Northern area for the survey. As such, 300 vendors were selected from the combined Northern area. In order to prevent undue burden on any Public Health Unit, premises were also selected in numbers proportional to the total number of premises in each Public Health Unit within each of the TCANs.

Data Collection

Data for the compliance survey was collected by Public Health Unit enforcement staff as part of their routine responsibilities. They used a standard data collection template jointly developed by the Ministry of Health Promotion and OTRU (Appendix B). Youth access to tobacco products was checked using test shoppers (specially trained youth employed by Public Health Units) who attempted to purchase cigarettes. Public Health Unit enforcement staff conducted point of sale promotions visits. Restaurants and bars were inspected by enforcement staff to see whether people were smoking. Enforcement staff were instructed to visit restaurants and bars after 9:00 PM whenever possible. No specified length of time was required for the inspections as they were meant to capture a ‘snapshot’ of the situation within each premise. The baseline data were collected during a three week period commencing April 18th, 2006.

Overall, the response rates for the survey were quite high. One Public Health Unit did not participate in the survey. Nevertheless, 98% of selected restaurants and bars and 89% of selected tobacco vendors were visited. Tables 1 and 2 show the total number of premises, number of premises sampled and number of premises that were actually visited in each trade class for the vendors and public places respectively. The categorization of vendors changed slightly when the data were returned. In some cases, enforcement staff had categorized vendors differently from the OTRU vendor categorization. Where the vendor categorization differed, the categorization from the enforcement staff was adopted. This is the reason why for some trade classes, the number of premises visited exceeds the number of premises sampled. During restaurant/bar visits, inspectors ascertained the primary function of the premise as either eating, or drinking alcoholic beverages. This distinction was then used in analyzing differences amongst restaurants and bars.

Table 1: Tobacco Vendor Sample, April-May, 2006

Trade Class	Total number of vendors	Number of premises sampled	Number of premises visited
Chain convenience	1,339	318	321
Independent convenience and discount stores	6,132	318	338
Gas stations	2,371	320	302
Grocery stores	1,298	320	254
Restaurants	3,154	318	199
Total	14,294	1,594	1,414

Note: Vendor population size does not represent the complete provincial vendor population as vendors listed as belonging to additional categories were excluded from the sample. Please refer to Appendix A for a list of the exclusion criteria.

Note: The number of premises sampled was based on OTRU's original vendor type categorization and the number of premises visited was based on how the enforcement staff categorized the vendors when they conducted the inspections.

Table 2: Restaurant and Bar Sample, April-May, 2006

Trade Class	Total number of restaurants/bars	Number of premises sampled	Number of premises visited
Restaurants and bars	18,222	1,457	1,430

Interpretation of Results

The purpose of this compliance survey was to provide provincial compliance estimates of tobacco vendors, restaurants and bars with regards to the SFOA at baseline, before many provisions of the law and regulations came into effect. As it is not possible to survey every vendor, restaurant and bar in the province, all estimates presented in this report have been weighted to reflect the provincial vendor, restaurant and bar populations. These estimates all have sampling error associated with them. A confidence interval provides an interval around the survey estimates and contains the true population value. In this report, 95% confidence intervals were used. To illustrate, if the compliance rate for vendors was 85% with a 95% confidence interval of 80% to 90%, we are confident that the true population value would be within the 80% to 90% interval 19 times out of 20 similar samples.

RESULTS

Point of Sale Promotions

The *Smoke-Free Ontario Act* now prohibits many 'point of sale' promotions that were quite common previous to May 31st, 2006. At the time of this survey, these promotions were permitted. The data in this section provide a baseline snapshot of the frequency of various 'point of sale' promotions prior to the implementation of the SFOA.

The survey covers six types of point of sale promotions:

1. Countertop displays
2. Display that permits handling by a purchaser prior to purchase
3. Display of more than single cigarette packages (i.e., cartons)
4. Decorative or illuminated panels and /or promotional lighting
5. Three dimensional exhibits and/or other devices, instruments and enhancements
6. Outside promotional displays

At the provincial level, there was substantial activity in almost all types of point of sale promotions that the SFOA now prohibits (Table 3). Decorative/ illuminated panels and/or promotional lighting were the most common type of promotion (46%), followed closely by three dimensional exhibits and/or other devices, instruments and enhancements (40%). About one-third of the vendors had countertop displays and displayed cigarettes in units greater than a single cigarette package. Twenty-one percent of vendors promoted cigarette sales with signs outside of the store. A relatively small proportion of vendors (10%) displayed tobacco products in such a way as to permit handling by purchasers prior to purchase.

Table 3: Point of Sale Promotions, by Type of Promotion, April-May, 2006

Promotion Type	%
Decorative/illuminated panels and/or promotional lighting	46
Three dimensional exhibits and/or other devices, instruments and enhancements	40
Display of more than single cigarette packages	34
Countertop displays	33
Outside promotional displays	21
Display permits handling by purchaser prior to purchase	10 ¹

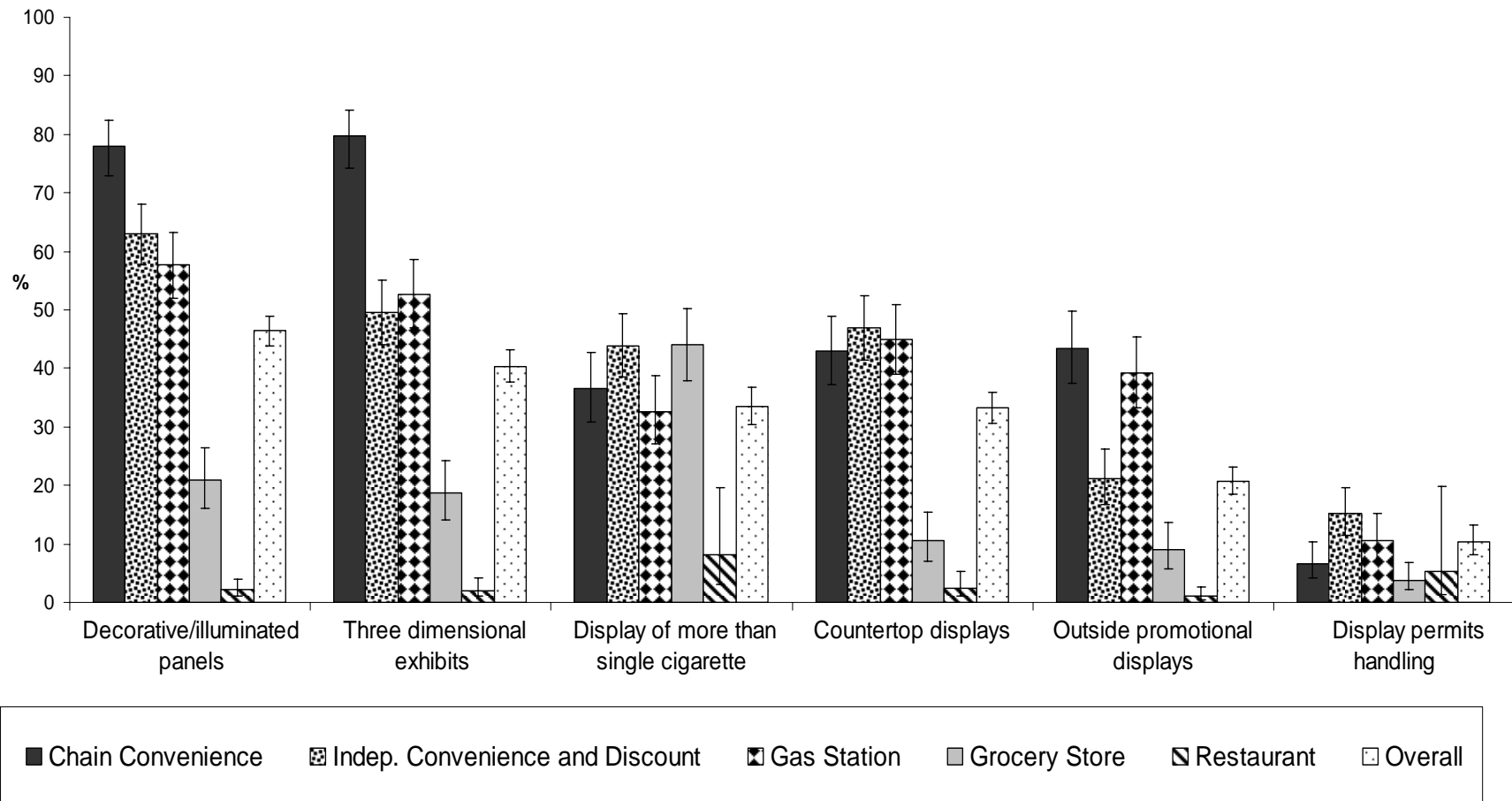
Point of sales promotion activity was fairly similar across all vendor types (Figure 1). There were a few exceptions to this general pattern.

- Countertop displays were somewhat less common in grocery stores and restaurants.
- A relatively high proportion of chain convenience stores (78%) displayed decorative / illuminated panels and/or promotional lighting.
- A relatively high proportion of chain convenience stores (80%) displayed three dimensional exhibits and/or other devices, instruments and enhancements.

Chain convenience stores and gas stations were more likely than other types of vendors to display outside promotional signs. 43% of chain convenience stores and 39% of gas stations were found to have outside promotions in comparison with the provincial estimate of 21% for all vendor types.

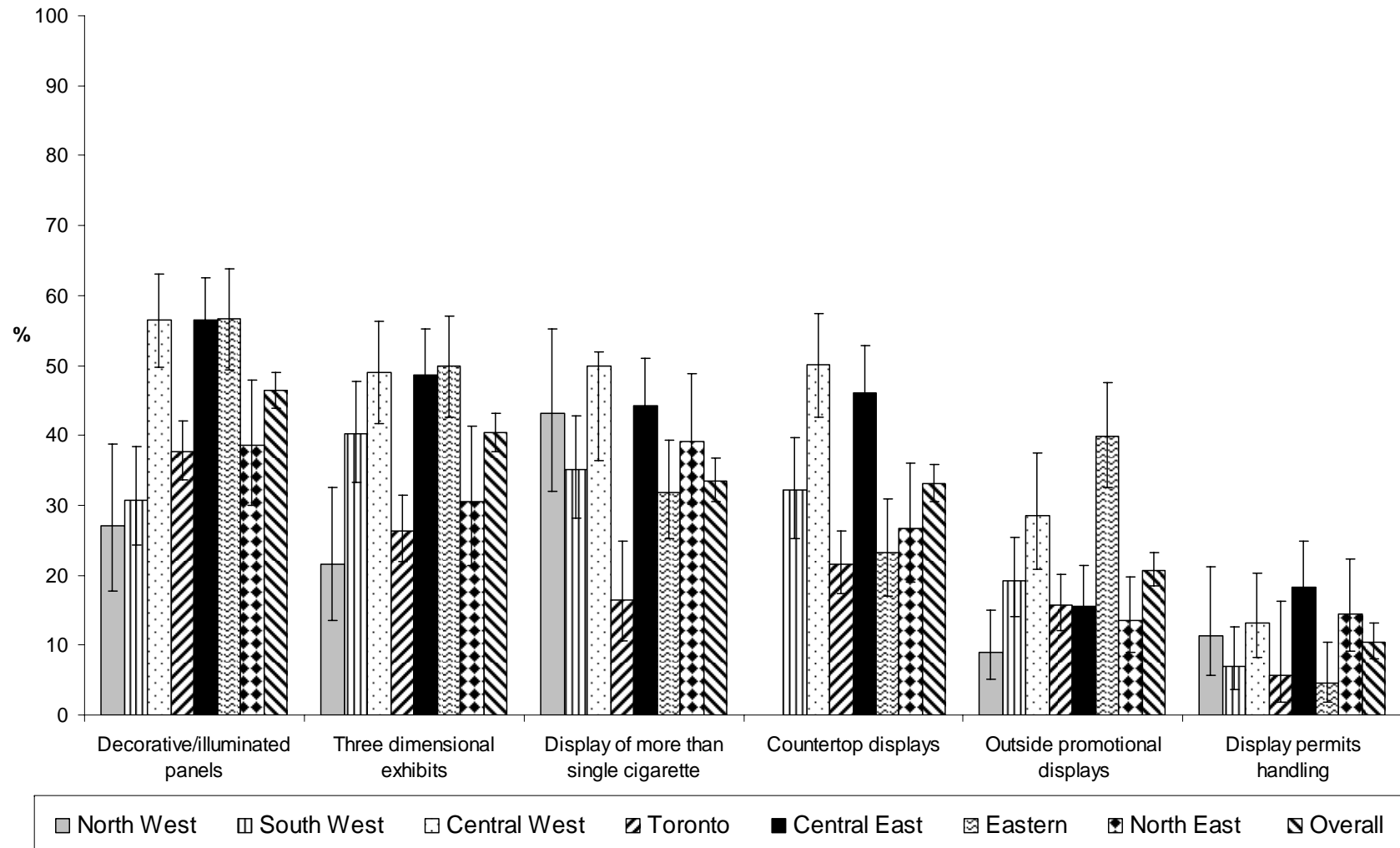
¹ At the time of the baseline survey, handling tobacco products prior to completing the purchase was prohibited under the Federal *Tobacco Act*. Enforcement staff did not lay any charges for these observed violations.

Figure 1: Point of Sale Promotions, by Type of Promotion and by Type of Vendor, April-May, 2006



At the TCAN level, there was no consistent pattern across promotion type whereby particular TCANs had a tendency to more or less participate in point of sales promotions (Figure 2). There is no data in Figure 2 for countertop displays in the NW TCAN because the number of vendors found to have countertop displays was too small to report. Individual TCANs stand out in isolated cases. For example, 17% of vendors in Toronto were found to display more than single cigarette packages as compared with the provincial estimate of 34% across all TCANs.

Figure 2: Point of Sale Promotions, by TCAN, April-May, 2006



Action Taken

Public Health Unit enforcement staff used the survey visits to educate vendors about the requirements of SFOA in 65% of the visits and provided educational materials in 20% of the cases (Table 4). Because this baseline measurement occurred prior to the SFOA becoming effective, in most cases there were no grounds for enforcement staff to lay any charges.

Table 4: Action Taken in Point of Sale Promotions Visits, April-May, 2006

Action Type	%
Education provided	65
Educational materials provided	20

Youth Access

The SFOA strengthened existing prohibitions on selling tobacco products to minors (age 18 and under). The Act now requires that vendors request identification of purchasers who appear 25 years of age or less.

The overall rate of compliance throughout the province with the prohibition on selling tobacco to minors was 88% (Table 5). As observed, 77% of vendors requested proof of age (identification). A further 12% asked test shoppers how old they were. 11% of vendors neither requested proof of age nor asked test shoppers how old they were. As expected, most sales of tobacco to minors occurred when vendors did not ask for age or for proof of age (81% of sales). The remaining 19% of sales to minors were completed despite vendors having asked for age or proof of age.

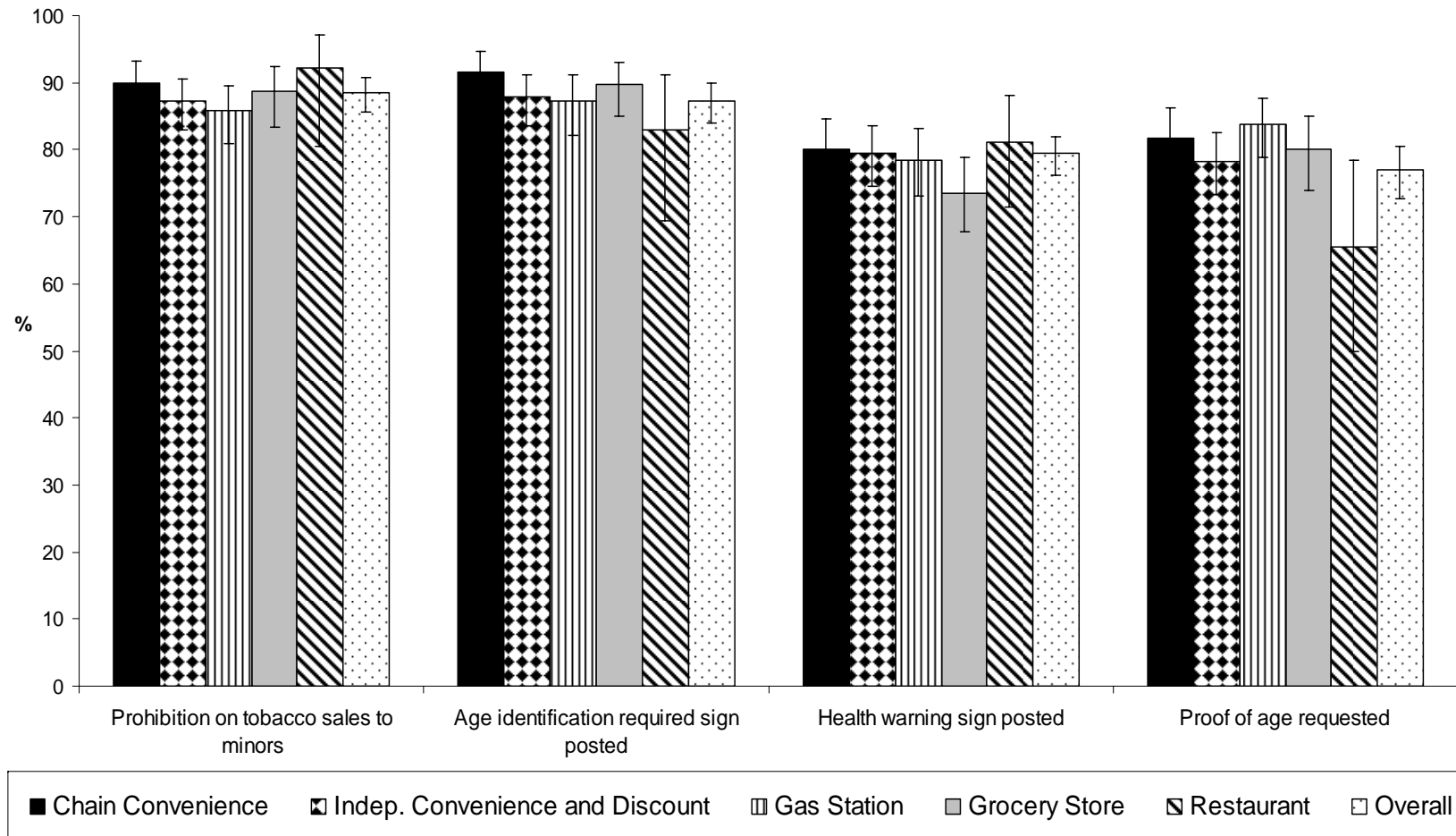
Tobacco vendors must post age identification requirement signs and health warning signs. In this baseline assessment, 87% of vendors displayed age identification requirement signs and 79% of vendors displayed health warning signs. There was no association found between posting either sign and sale of tobacco to minors.

Table 5: Compliance with Youth Access Stipulations, April-May, 2006

Stipulation	%
Prohibition on tobacco sales to minors	88
Age identification required sign posted	87
Health warning sign posted	79
Proof of age request made by vendor	77

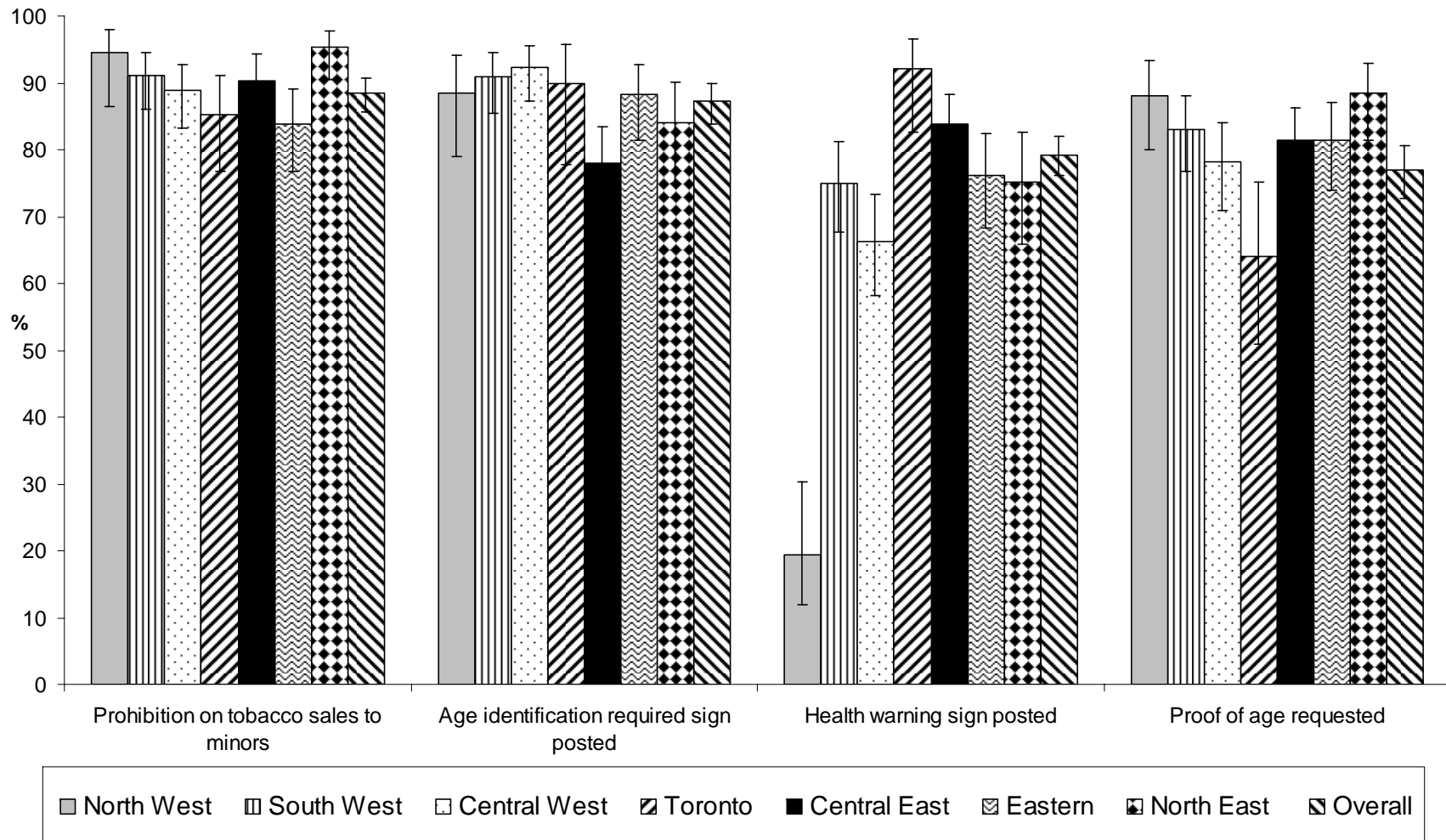
There were no apparent differences amongst types of tobacco vendors in compliance with youth access stipulations (Figure 3). The range of compliance, amongst types of tobacco vendors, with the prohibition on tobacco sales to minors is very narrow (86% to 92%). There is a wider range in proof of age requests with a smaller proportion of restaurants (66%) than gas stations (84%) requesting identification.

Figure 3: Compliance with Youth Access Stipulations, by Type of Vendor, April-May, 2006



TCANs across the province presented similar levels of compliance with youth access stipulations (Figure 4). Compliance with the prohibition on tobacco sales to minors ranged from 84% in the Eastern TCAN to 95% in the North East TCAN. Requests for proof of age ranges from 64% of vendors in the Toronto TCAN to 88% in the North West and North East TCANs. Tobacco vendors in the North West TCAN were least likely to post the health warning signs (19%) compared to the provincial estimate of 79% across all TCANs.

Figure 4: Compliance with Youth Access Stipulations, by TCAN, April-May, 2006



Action Taken

The visits to tobacco vendors for the purposes of the sample survey did not lead to very much action (Table 6). Slightly more than one third of the visits were used for providing education to vendors and in only 10% of the visits were educational materials provided.

Visits resulted in the issuance of warning letters for 6% of all vendors and in charges being laid for a further 6%.

Table 6: Action Taken in Youth Access Visits, April-May, 2006

Action Type	%
Education provided	35
Educational materials provided	10
Warning letter issued	6
Charges laid	6

Smoke-Free Public Places (Restaurants and Bars)

As of May 31st, the *Smoke-Free Ontario Act* prohibits all indoor smoking in public places and places restrictions on smoking in patios and smoking shelters with particular characteristics. While these stipulations did not apply at the time that data were collected for this survey, many local by-laws restricted indoor smoking.

Indoor smoking was found in 4% of all restaurants and bars. Smoking occurred in a significantly larger proportion of bars devoted primarily to serving alcoholic beverages (16%) than restaurants (2%) whose primary function at the time of inspection was eating. One-third of restaurants and bars did not post 'no smoking' signs.

Table 7: Indoor Smoke-free Stipulations in Restaurants/Bars, April-May, 2006

Stipulation	Restaurants %	Bars %	Total %
Observed indoor smoking	2	16	4
Observed ashtrays	4	17	6
Observed posted 'no smoking' signs	68	64	67

Some local bylaws restrict indoor smoking in restaurants to designated smoking rooms (DSRs). The SFOA now prohibits DSRs. During the period of data collection for this survey, 4% of restaurants and bars had DSRs. People were smoking in 70% of these at the time of the survey visits.

The SFOA allows for outdoor smoking except under covered patios and in smoking shelters with certain structural characteristics. This baseline measurement revealed that 25% of all restaurants and bars had patios. A significantly higher proportion of bars (48%) than restaurants (22%) had patios (Table 8). The structures of 46% of the patios would not allow for smoking under the SFOA. Most of these patios were covered with permanent structures (29%) and awnings (24%).

Table 8: Outdoor Patios in Restaurants and Bars, April-May, 2006

Stipulation	Restaurants %	Bars %	Total %
Outdoor Patio exists	22	48	25
Patio structure prohibits smoking under SFOA	44	51	46
Smoking on in-use patios	16	47	26

At the time of visits for data collection, people were sitting outside on the patios of 30% of all restaurants and bars that had patios. A significantly higher proportion of bar patios (48%) than restaurant patios (24%) were being used. Overall, smoking occurred on 26% of all patios that were being used at the time of the visit. A higher proportion of bar patios (47%) than restaurant patios (16%) were used for smoking. Smoking occurred on 67% of in-use patios whose structures would prohibit smoking under the SFOA regulations.

There is some variation amongst TCANs in the proportion of restaurants/bars in which people were smoking indoors - ranging from less than 1% to 10%. Indoor smoking occurred in relatively low proportions of restaurants/bars in the Toronto and Central TCANs and relatively high proportions in the North East TCAN.

Action Taken

Enforcement staff utilized the survey visits for providing education to 62% of restaurant/bar staff and distributed educational materials to 16% of them (Table 9). Warning letters were issued to 9% of these premises.

Table 9: Action Taken in Restaurant/Bar Visits, April-May, 2006

Action Type	%
Education provided	62
Educational materials provided	16
Warning letter issued	9

CONCLUSION

This report reflects a snapshot of the state of point of sale promotions, youth access and smoke-free public places prior to the SFOA becoming effective. Additional compliance surveys, to be taken in the coming months, will enable comparison of these baseline situations with the post SFOA state of affairs. These results will be published in future reports.

APPENDIX A: PREMISE EXCLUSION CRITERIA

Types of Premises Excluded from Survey

<u>Tobacco Vendors</u>	<u>Public Places</u>
Adult entertainment facilities	Arcades
Banquet facilities	Banquet facilities
Bars	Bed and Breakfasts
Bingo halls	Bingo halls
Bowling centers	Bowling centres
Bulk food stores	Cafeterias
Campgrounds	Campgrounds
Caterers	Caterers
Department stores (e.g., K-Mart, Zeller's)	Dinner theatres
Duty-free stores	Fast food restaurants/food court vendors
First Nations	Ice cream parlours (e.g., Dairy Queen)
Gift shops	Movie theatres
Hotels/Motels/Inns	Private Clubs (including Canadian Legions and Golf and Country Clubs)
Hospitals/Institutions	Racetracks
Meat/butcher shops	Resorts
Mobile catering (e.g., chip wagons)	Submarine sandwich shops
Private Clubs (e.g., Canadian Legions and Golf and Country Clubs)	
Racetracks	
Resorts	
Shopping centre kiosks	
Snack bars/refreshment stands/canteens	
Trailer parks	
Waterparks	
Wholesale stores (e.g., Costco, Sam's)	

APPENDIX B: DATA COLLECTION SHEETS



TOBACCO VENDOR DISPLAY, PROMOTION AND HANDLING

DATA COLLECTION SHEET

Unique Premise ID: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Name of Premise: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Unit Number: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Street Number: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Street Name: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Street Type: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Street Direction: <input type="checkbox"/> North <input type="checkbox"/> South <input type="checkbox"/> East <input type="checkbox"/> West	
City/Town: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Postal Code: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Telephone: <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> x <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Owner Name: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	

Date of visit: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> M/M D/D Y/Y		Time: <input type="text"/> <input type="text"/> : <input type="text"/> <input type="text"/> (AM / PM) H/H M/M	
Purpose of visit: <input type="checkbox"/> Inspection <input type="checkbox"/> Re-inspection <input type="checkbox"/> Complaint			

Purpose of Check:

Scheduled: <input type="checkbox"/> Compliance Check	<input type="checkbox"/> Enforcement Check
Complaint: <input type="checkbox"/> Compliance Check	<input type="checkbox"/> Enforcement Check

Findings:

1. Counter top display present	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. More than single cigarette packages displayed	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Tobacco products displayed in a manner that permits handling by a purchaser before a purchase	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. Decorative or illuminated panels and/or promotional lighting present	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. Three-dimensional exhibits and/or any other device, instrument or enhancement present	<input type="checkbox"/> Yes	<input type="checkbox"/> No
6. Age identification signage	<input type="checkbox"/> Government issued <input type="checkbox"/> Operation ID <input type="checkbox"/> Not to Kids! <input type="checkbox"/> We Expect ID	

Action Taken:

1. Warning Letter Issued:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
2. Education Provided	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
3. Educational Material Provided:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
4. Charges Laid:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Pending Part I _____ Part III _____

Officer's Name:	_____
Officer's Signature:	_____

Test Shopper Age: _____
Test Shopper Gender: ☐ Male ☐ Female

Vendor Age: ☐ Adult 26 and over ☐ Youth 25 and under ☐ Undetermined
Vendor Gender: ☐ Male ☐ Female

Findings:

- | | | |
|--------------------------------------|------------------------------|-----------------------------|
| 1. Age of test shopper requested: | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Proof of age requested: | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Proof of age presented: | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. Tobacco supplied to test shopper: | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. Health Warning sign posted: | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6. Age Identification sign posted: | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Action Taken:

- | | | | |
|-----------------------------------|------------------------------|-----------------------------|--|
| 1. Warning Letter Issued: | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 2. Education Provided | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| 3. Educational Material Provided: | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| 4. Charges Laid: | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Pending Part I _____ Part III _____ |

Officer's Name: _____
Officer's Signature: _____



SMOKE-FREE WORKPLACE AND PUBLIC PLACES INSPECTION DATA COLLECTION SHEET

Unique Premise ID:

Name of Premise:

Unit Number:

Street Number:

Street Name:

Street Type:

Street Direction: ☐ North ☐ South ☐ East ☐ West

City/Town:

Postal Code:

Telephone: - - x

Owner Name:

Date of visit:
M/M D/D Y/Y

Time: : (AM / PM)
H/H M/M

Purpose of visit: ☐ Inspection ☐ Re-inspection ☐ Complaint

Type of Premise: ☐ Workplace ☐ Public Place

Alcohol License Type: ☐ Licensed ☐ Unlicensed ☐ N/A

Primary Function at time of inspection: ☐ Restaurant (primarily eating)
☐ Bar, Pub, or Cocktail Lounge (primarily drinking)
☐ Nightclub

Findings:

Indoors:

- | | | |
|--|------------------------------|-----------------------------|
| 1. One or more people smoking or holding lighted tobacco | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Ashtrays or similar equipment present | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Prescribed signage posted | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Designated Smoking Room:

4. Does the premise have a designated smoking room? ☐ Yes ☐ No
5. One or more people smoking or holding lighted tobacco ☐ Yes ☐ No ☐ N/A

Outdoor Patio:

6. Does the premise have an outdoor patio? ☐ Yes ☐ No
7. Is the structure of the patio such that smoking is prohibited under the Smoke Free Ontario Act regulations? ☐ Yes ☐ No ☐ N/A

Patio has a roof in the form of:

- | | | | |
|----------------------------|------------------------------|-----------------------------|------------------------------|
| Awning | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| Tarp | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| Canvas sheet | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| Other permanent cover | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| Other temporary cover | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| Other prohibited structure | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |

Please Specify: _____

8. Are people sitting outside on the patio? ☐ Yes ☐ No ☐ N/A
9. One or more people smoking or holding lighted tobacco ☐ Yes ☐ No ☐ N/A
10. Ashtrays or similar equipment present ☐ Yes ☐ No ☐ N/A
11. Prescribed signage posted ☐ Yes ☐ No ☐ N/A

Outdoor Smoking Shelter:

12. Does the premise have a smoking shelter as defined by the Smoke Free Ontario Act regulations? ☐ Yes ☐ No
13. Structure of smoking shelter such that smoking is prohibited under the Smoke Free Ontario Act regulations ☐ Yes ☐ No ☐ N/A
14. One or more people smoking or holding lighted tobacco ☐ Yes ☐ No ☐ N/A
15. Ashtrays or similar equipment present ☐ Yes ☐ No ☐ N/A
16. Prescribed signage posted ☐ Yes ☐ No ☐ N/A

Outdoor Smoke Inside:

17. Visible tobacco smoke drifting inside from the outdoor smoking area ☐ Yes ☐ No ☐ N/A

Action Taken:

1. Verbal Warning Issued for signage violation ☐ Yes ☐ No
2. Education Provided ☐ Yes ☐ No
3. Educational Material Provided ☐ Yes ☐ No
4. Charges laid to employer or proprietor

	Smoking		Ashtrays		Signage	
	Indoor	Outdoor	Indoor	Outdoor	Indoor	Outdoor
Part I	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Part II	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pending	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. Charges laid to individuals for smoking

	Patron		Employee	
	Indoor	Outdoor	Indoor	Outdoor
Part I	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Part II	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pending	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Officer's Name: _____

Officer's Signature: _____