



## CHECKLIST

### Youth Purchase Survey

As you prepare to perform a Youth Purchase Survey (YPS) in your community, use this checklist in order to verify that you are ready. For more details on each step, see [Documenting the Problem: Illegal Sales](#) section on the Web site.

#### 1. Decide the Goals of Your YPS

- Assess the Efficacy of an Intervention
- Assist Law Enforcement
- Gather Information for Policy Makers

#### 2. Consider All the Issues During the Planning Phase

- Arguments Against Youth Purchase Surveys
- Which Stores Should Be Surveyed?
- Which Minors Should You Use?
  - How Many Youth Should You Use?
  - Ethnicity of Youth
  - Age of Youth
  - Gender of Youth

#### 3. Prepare Your Strategy Before Conducting the Survey

- Coordinate Efforts:
  - Local Law Enforcement Agencies
  - Local Lead Agencies
  - Local Nonprofit Agencies
  - Community Groups
  - Concerned Individuals
- Obtain Permission and Immunity from Prosecution from Your Local Police Department
- Identify Your Survey Sites:
  - Define Your Geographic Area
  - Decide How Many Stores to Survey
  - Compile a Master List of Tobacco Retailers
  - Select the Stores to Be Surveyed
  - Map Stores/Driving Routes
- Recruit and Train Youth
- Obtain Parental Permission
- Recruit and Train Adult Drivers/Observers
- Go Over Safety Policies with Adult and Youth Volunteers
- Distribute Survey Packets

#### 4. Review and Decide On an “Actual” Versus “Attempted” Buy Protocol

- Decide On the Role of the Adult During the Purchase Attempt

#### 5. Analyze, Evaluate and Write a Summary of the Survey Results