

WILKES-BARRE HOUSING AUTHORITY
SMOKE FREE POLICY

The Wilkes-Barre Housing Authority (Authority) is adopting the following Smoke Free Policy for all of its properties effective July 1, 2018. The U.S. Department of Housing and Urban Development (HUD) is requiring all public housing agencies to implement a smoke-free environment at all of its facilities. The policy is intended to improve indoor air quality, benefit the health of public housing residents and Authority staff, reduce the risk of fires, and lower overall maintenance costs.

This policy applies to all current residents, guests, and new residents.

DEFINITIONS:

Prohibited tobacco products: Defined as items that involve the ignition and burning of tobacco leaves, such as cigarettes, cigars, pipes, and water pipes (also known as hookahs). Water pipes (hookahs) are smoking devices that use coal or charcoal to heat tobacco, and then draw the smoke through water and a hose to the user. Both the heating source and burning tobacco are sources of contaminant emissions.

Smoking: Defined as inhaling, exhaling, breathing, or carrying any lighted or heated cigar, cigarette, or other tobacco product or plant product in any manner or in any form. Smoking also includes the use of an electronic cigarette.

Electronic Cigarette: Defined as any electronic device that provides a vapor of liquid nicotine and/or other substances to the user as she or he simulates smoking. The term shall include such devices whether they are manufactured or referred to as e-cigarettes, e-cigars, e-pipes, or under any product name.

POLICY

1. Smoking is not permitted in Authority buildings including within individual apartments and balconies as well as interior common areas including but not limited to hallways, rental and administrative offices, community rooms, laundry facilities, and similar areas.
2. Smoking is not permitted within twenty-five (25) feet from any building entrance or window.
3. Any deviation from the smoke-free policy by any resident, a member of their household, or their guest(s) will be considered a lease violation. Three (3) violations will be considered to be a repeated violation of the material terms of the lease and will result in eviction.
4. A violation of this policy will occur for any smoking that occurs within the building or apartment/balcony or within twenty-five (25) feet from any building exterior entrance or window.
5. A lease violation notice will be sent for the first violation of this policy. A second lease violation notice will be sent for the second violation of the policy. A third violation will be considered a repeated violation of the material terms of the lease and will result in an eviction notice.
6. If a resident smells tobacco smoke in any building, they are encouraged to report this to the office as soon as possible. Management will seek the source of the smoke and take appropriate action.
7. All current residents will be given a copy of the Smoke-Free Policy. After review, the resident will be required to sign the Smoke-Free Lease Addendum, and it will be placed in the resident's file.
8. New residents will be given a copy of the Smoke-Free Policy. After review, the new resident will be required to sign the Smoke Free lease addendum, and it will be placed in the resident's file.

THE FOREGOING is a true and correct copy of a Resolution approved by the Housing Authority of the City of Wilkes-Barre at a regular meeting called for general purposes and held on the ____ day of _____ 2017.

ATTEST:
(Corporate Seal)

Secretary