

Kennewick Housing Authority (KHA)

ENGLISH

**KHA
“TOBACCO/SMOKE- FREE HOUSING”
&
“WORKPLACE ENVIRONMENT”
POLICY**

(KHA Board Resolution #1066

Passed on October 26, 2010 - Effective February 1, 2011)

Overview of Policy:

The 2006 U.S. Surgeon General’s Executive Report, *The Health Consequences of Involuntary Exposure to Tobacco Smoke*, has concluded that (1) secondhand smoke exposure causes disease and premature death in children and adults who do not smoke; (2) children exposed to secondhand smoke are at an increased risk for sudden infant death syndrome (SIDS), acute respiratory problems, ear infections and asthma attacks and smoking by parents causes respiratory symptoms and slows lung growth in their children; (3) exposure of adults to secondhand smoke has immediate adverse effects on the cardiovascular system and causes coronary heart disease and lung cancer; (4) there is no risk-free level of exposure to secondhand smoke; (5) establishing smoke-free workplaces is the only effective way to ensure secondhand smoke exposure does not occur in the workplace, because ventilation and other air cleaning technologies cannot completely control exposure of nonsmokers to second hand smoke; and - (6) evidence from peer-reviewed studies shows smoke-free policies and laws do not have an adverse economic impact on the hospitality industry; and numerous studies have found tobacco smoke is a major contributor to indoor air pollution and breathing secondhand smoke (also known as environmental tobacco smoke) is a cause of disease in healthy nonsmokers, including heart disease, stroke, respiratory disease and lung cancer.

The 2006 U.S. Surgeon General’s Executive Report, *The Health Consequences of Involuntary Exposure to Tobacco Smoke* estimated nearly 50,000 excess deaths results annually from exposure to secondhand smoke and the Public Health Service’s National Toxicology Program (NTP) has listed secondhand smoke as a known carcinogen inasmuch as there is no safe level of exposure to secondhand smoke, the American Society of Heating, Refrigeration and Air Conditioning Engineers (ASHRAE) bases its ventilation standards on totally smoke-free environments. ASHRAE has determined there is currently no air filtration or other ventilation technology that can completely eliminate all carcinogenic components in secondhand smoke and health risks caused by secondhand smoke exposure, and recommends indoor environments be smoke-free in their entirety.

To ensure the quality of air and safety of all residents of the Housing Authority City of Kennewick (Kennewick Housing Authority – KHA) KHA Board has passed Resolution #1066 to formally implement a KHA Tobacco/Smoke-Free Housing & Workplace Environment Policy where smoking or tobacco use will be prohibited anywhere on KHA property other than the established designated area (tobacco/smoke-free property and workplace environment with a viable designated smoke area for each housing development and workplace site). KHA has declared all apartments and single family dwelling buildings, including grounds, common areas, offices, maintenance facilities, non-residential buildings, vehicles, anywhere on KHA property and work sites are Tobacco/Smoke Free buildings and

areas, “except” where KHA has established a viable designed smoke area. All tenants, employees, guests, service persons and general public must abide by the following rules and regulations.

KHA’s Tobacco/Smoke-Free Housing & Workplace Environment Policy is to be effective February 1, 2011 with viable designated smoke area established. A “Temporary Smoking Exemption Waiver” will be offered to all current smoking tenants (current household members only and does not include their guests) by KHA and must be executed (signed/dated) by February 1, 2011 extending a six (6) month grace period with a completion date of full policy implementation of September 1, 2011.

Current tenants must execute all Dwelling Lease Addendums by March 1, 2011.

Adopted: October 26, 2010, KHA Board Resolution #1066, Effective February 1, 2011.

1. Effective February 1, 2010, smoking or tobacco use is not permitted anywhere on KHA properties, including but not limited to apartments, single family dwellings, grounds, common areas, offices, maintenance facilities, non-residential buildings, vehicles, etc., “except” where KHA has established a designed area (tobacco/smoke-free property workplace environment with a viable designated smoke area for each housing development and workplace site).
2. “No Smoking”, “Tobacco & Smoke Free Property” signs will be posted outside buildings.
3. If a tenant or KHA employee smells or sees tobacco smoke/smoking in any place in the buildings or on KHA properties, they are to report this to KHA’s administration office employees as soon as possible. KHA management staff will seek the source of smoke and tobacco use and will take appropriate action. Any tenant found to abuse this policy and create a hostile environment will have their housing terminated in accordance with KHA’s Public Housing Program “Admissions & Continued Occupancy Policy (ACOP)” and “Dwelling Lease & Addendums”, KHA’s Section 8 “Administrative Plan” & Section 8 “Project-Based Management Plan” - Mitchell Manor Housing Development “Dwelling Lease & Addendums” and any other KHA privately owned and operated housing developments, properties and place of business and employment, which state “KHA will terminate the Dwelling Lease for material noncompliance with its provisions or for other good cause Good cause includes, but not limited to, for example: serious or repeated violation of any of rules or regulations applicable to the premises or KHA properties.”
4. New tenants will be given two (2) copies of KHA’s Tobacco/Smoke-Free Housing & Workplace Environment Policy at the time of Dwelling Lease execution (signing). After review, tenant will execute (sign/date) both copies and return one (1) to KHA administration office and keep one (1) copy for their personal reference. KHA’s copy will be placed and maintained in Tenant’s housing file.
5. Upon KHA’s adoption of this Tobacco/Smoke-Free Housing & Workplace Environment Policy, all tenants presently living in KHA’s apartment units and single family dwelling buildings will be given two (2) copies of KHA’s Tobacco/Smoke-Free Housing & Workplace Environment Policy. After review, but within not less than thirty days (30) before effective date of February 1, 2011 for the Tobacco/Smoke-Free Housing & Workplace Environment Policy, and no later than March 1, 2011, tenant will execute (sign/date) both copies and return one (1) to KHA administration office and keep one (1) copy for their personal reference. KHA’s copy will be placed and maintained in Tenant’s housing file.

6. Upon KHA's adoption of this Tobacco/Smoke-Free Housing & Workplace Environment Policy, all tenants presently living in KHA's apartment units and single family dwelling buildings (except Mitchell Manor housing development which already prohibits smoking inside of units) will be offered a "Temporary Smoking Exemption Waiver" to all current smoking tenants only (current household members who are 18 years and older and does not include their guests) by KHA, must be executed (signed/dated) by all current and applicable household members by February 1, 2011, extending a six (6) month grace period with a completion date of full policy implementation of September 1, 2011. Tenant and applicable household members will execute (sign/date) one (1) original copy and to be placed and maintained in Tenant's housing file and a copy issued to Tenant.

7. At KHA's discretion, without causing undue hardship and budgetary constraints to KHA and during the implementation of KHA's Tobacco/Smoke-Free-Housing & Workplace Environment Policy, KHA will provide "free" resources to its tenants and employees and where appropriate will continue efforts to promote a Tobacco/Smoke-Free Housing Authority and Workplace Environment through a variety of methods (i.e. cessation classes to quit smoking, smoke-free literature, tenant meetings, newsletters, etc.).