

WENHAM HOUSING AUTHORITY NON- SMOKING POLICY

Purpose: The purpose of the no smoking policy is to mitigate the irritation and health effects of secondhand smoke in the Wenham Housing Authority (WHA) development.

Definition of Smoking: The term “smoking” means inhaling, exhaling, burning, or carrying any lighted cigar, cigarette, pipe, or other lighted smoking device for burning tobacco or any other plant or substance.

Definition of a Non-Smoking Area (Effective November 1, 2015): The following shall be non-smoking areas: premises to be occupied by Tenant and members of Tenant’s household and any interior common areas, including but not limited to community rooms,

- Community bathrooms
- Lobbies
- Reception areas
- Hallways
- Laundry Room
- Stairways
- Offices

AND outside anywhere within 25 feet of any operable building entrance/window, except during icy conditions when outside smoking must be as far away from any operable building entrance/window as safely possible and not objected to by others present. Tenant and members of Tenant’s household shall not smoke anywhere in above defined Non-smoking areas, nor shall Tenant permit any guests, employees, service providers or other individuals under their control to smoke in said Non-smoking areas. The WHA shall also not allow any of its employees, contractors or vendors to smoke within any Non-smoking area.

Lease Enforcement of the Non-Smoking Policy: A violation of the non-smoking policy shall be considered a breach of the lease and shall give the WHA all of the enforcement rights contained in the lease.

Promotion of the Non-Smoking Policy: The WHA shall post no-smoking signs, promote the policy as appropriate in meetings and discussions with residents, and enforce compliance with the policy. Residents are expected to comply with the policy as they would any section of the lease.

Enforcement Plan

1st Violation: Verbal warning and a reminder reiterating the non-smoking policy.

2nd Violation: Warning/Reminder letter reiterating the non-smoking policy and advising the resident of further consequences.

3rd Violation: The resident will receive a written request for a conference with the Executive Director.

4th Violation: A notice of possible leases violation(s), and a conference with the Executive Director.

Once a resident has incurred a fourth violation, legal action may be taken for violation of the non-smoking policy.

At each stage in the enforcement plan, the Executive Director or designee, will remind residents about the opportunity to participate in cessation programs, the availability of the outdoor designated smoking areas, and the possibility of using e-cigarettes in their apartments to help them comply with the policy.

This policy was adopted by the Wenham Housing Board of Commissioners at their Regular Meeting on November 12, 2015