

## **SMOKE FREE POLICY**

### **Introduction and Purpose**

This policy is the Newport News Redevelopment and Housing Authority's (NNRHA) **Smoke Free Policy for all NNRHA properties**. This policy is based on the NNRHA's intent to provide healthier living and work environment for residents and employees. Effective July 1, 2018, all current residents, employees, guests, and all new residents of the NNRHA will be prohibited from smoking inside the buildings including the housing units and within any common areas owned or under the control of the NNRHA.

### **Policy and Applicability**

1. Smoking is not permitted in individual units or the common spaces of a designated Housing Authority community or facility of any type after the effective date of the Policy. "Smoke" or "smoking" means the possession or use (carrying or smoking) of any kind of lighted pipe, cigar, cigarette, e-cigarette or any other lighted smoking equipment or tobacco product or other substance- controlled or uncontrolled.
2. This policy covers all NNRHA properties, grounds and buildings, including, but not limited to common areas, parking lots, vehicles, elevators, stairs, hallways and resident unit units, both new and existing.
3. This policy applies to any and all persons entering NNRHA properties including residents, guests, visitors, contractors and NNRHA employees.
4. "Individual units" are defined as the interior and exterior spaces tied to a particular multi- family or single family dwelling unit. This includes, but is not limited to, bedrooms, hallways, kitchens, bathrooms, patios, balconies, and unit entryway areas.
5. "Common spaces" are defined as areas within the building interior and exterior that are open to the public, including but not limited to entryways, patios, lobby, hallways, elevators, management offices, restrooms, laundry rooms, community rooms, stairwells, sidewalks, parking lots and any other similar area of the property that is accessible to employees, residents and guests or any other person.
6. The Housing Authority will post "No Smoking" or "Smoke-Free Area" or similar signs at the entrances and exits of administrative offices and multi-family

buildings; in common areas and other practical places to facilitate enforcement and compliance with this policy.

7. All residents will be given a copy of the Smoke Free Policy. After review, the resident will be required to sign an acknowledgement of the policy. A copy of the acknowledgement will be placed in the resident file. Current residents will be required to sign an amendment to their lease incorporating the Smoke Free Policy.
8. The Smoke Free Policy bans the use of all tobacco products that involves the ignition and burning of tobacco leaves such as, but not limited to, cigarettes, cigars and pipes. This ban also includes waterpipes (hookahs) and e-cigarettes and vaping.
9. Although NNRHA prohibits smoking as noted above, there is no warranty or guaranty of any kind that units, grounds, office areas or common areas will be totally smoke free. Enforcement of NNRHA's Smoke Free Policy is a joint responsibility that requires the cooperation of residents, employees and others in reporting incidents or suspected violations of smoking.

## **RESIDENT RESPONSIBILITY**

1. It shall be the resident's responsibility to inform his/her household members, and guests of this Smoke Free Policy and for ensuring compliance with the policy.
2. The resident shall prohibit smoking by his/her household members or guests while on the premises that would violate this policy.
3. Failure to comply or upon repeated violations to this policy and the lease provisions shall be cause for lease enforcement action up to and including termination of resident lease agreement.
4. The policy prohibits all smoking within 25 feet of all buildings.

## **EMPLOYEES RESPONSIBILITIES**

1. It is the responsibility of every employee to be aware of NNRHA's Smoke Free Policy and assist NNRHA in the enforcement of the policy.

## **SMOKING CESSATION NATIONAL AND SUPPORT SERVICES**

The NNRHA, in implementing the smoke free policies, will strongly support the provision of smoking cessation programs for residents, adapting our efforts as needed to local conditions. NNRHA will work with local service providers to provide information on local smoking cessation resources and programs.

Below is a list of Smoke Cessation agencies NNRHA has either partnered with or utilized pamphlets, fliers, or brochures as a community resource to assist residents for NNRHA's Smoke Free Policy:

1. Virginia Department of Health  
Peninsula District  
Website – [www.vdh.virginia.gov](http://www.vdh.virginia.gov)  
Telephone – (757) 727-1172
2. American Heart Association  
Hampton Roads Region  
Website – [www.heart.org](http://www.heart.org)  
Telephone – (757) 628-2610
3. American Lung Association  
Norfolk District  
Website – [www.lung.org](http://www.lung.org)  
Telephone – (757) 546-8613
4. U.S. Department of Health and Human Services  
Website – [www.hhs.gov](http://www.hhs.gov)  
Telephone – (877) 696-6775
5. National Center for Chronic Disease Prevention and Health Promotion  
Website – [www.cdc.gov](http://www.cdc.gov)  
Telephone – (800) 232-4636

6. American Cancer Society  
Quit Now Virginia Campaign  
Website – [www.QuitNow.Net/Virginia](http://www.QuitNow.Net/Virginia)  
Telephone – (800) QUIT-NOW or (800) 784-8669