

PHA Smoke-Free Policy – Table of Contents

Section 1.0 Introduction..... 2

Section 2.0 Definitions..... 2

Section 3.0 General Requirements..... 2

 A. Buildings..... 2

 B. Grounds..... 2

 C. Marijuana..... 2

Section 4.0 Violation of Policy..... 2

 Penalties for violating the Smoke-Free Policy:..... 3

Section 5.0 Amendments and Revisions..... 3

Receipt of Smoke Free Policy and Signature Form - TENANT..... 4

Receipt of Smoke Free Policy and Signature Form - EMPLOYEE..... 5

PHA Smoke-Free Policy

Section 1.0 Introduction

The Princeton Housing Authority (“PHA”) has adopted this Smoke-Free Policy, which incorporates all applicable Federal, State, and local laws and regulations governing smoking. This Policy has been designed to reduce the risks of fire and secondhand smoke, reduce maintenance costs, and help maintain a decent, safe, and sanitary living environment for all residents. *This policy applies to all PHA residents, visitors, officers, employees, volunteers, contractors, and vendors.*

Section 2.0 Definitions

The term “smoking” means inhaling, exhaling, breathing, carrying, or possessing any lighted cigar, cigarette, pipe, other tobacco product, or similar lighted product in any manner or in any form. The term “smoking” also includes the use of an electronic smoking device that creates an aerosol or vapor, in any manner or in any form.

The term “electronic smoking device” means any product containing or delivering nicotine or any other substance intended for human consumption that can be used by a person in any manner for the purpose of inhaling vapor or aerosol from the product. The term includes any such devices, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, e-hookah, or vape pen, or under any other product name or descriptor.

Section 3.0 General Requirements

A. Buildings

All interior areas of public housing buildings and administrative offices shall be completely smoke-free. Smoking is prohibited in all units, including but not limited to any balconies, decks, patios, and in the common areas of building, including but not limited to, community rooms, community bathrooms, lobbies, reception areas, laundry rooms, hallways, stairways, and offices.

B. Grounds

Smoking is prohibited anywhere within twenty-five (25) feet of a PHA building.

C. Marijuana

The smoking or use of marijuana has been and remains prohibited on all PHA property, including all interior areas of public housing buildings and administrative offices, and all grounds within twenty-five (25) feet of such buildings. The smoking of marijuana, using any means, will be considered a violation of this Policy in addition to constituting a substantial violation of the Lease. The “Violations” section below does not apply to a violation of this Policy for marijuana use. The PHA is entitled to take appropriate tenancy action under the Lease and New Jersey law for the prohibited use of marijuana on PHA property.

Section 4.0 Violation of Policy

This Policy shall be incorporated into the Residential Housing Lease and the PHA’s Rules and Regulations. Violation of this Policy shall be considered a lease violation and a violation of the Rules and Regulations of the PHA. Appropriate action may be taken in accordance with applicable New Jersey State Law and Federal Regulations for violation of this Policy. Such action can include lease termination and eviction, as set forth below.

Penalties for violating the Smoke-Free Policy:

- First Offense: Written Warning
- Second Offense: Second Written Warning
- Third Offense: Notice to Cease
- Fourth Offense: Lease Termination and Eviction Proceedings

Appropriate action may also be taken in accordance with applicable New Jersey State Law and Federal Regulations for violation of this Policy by employees of the PHA. Such action may include disciplinary action up to and including termination.

Section 5.0 Amendments and Revisions

This Policy may be amended or revised from time to time by the PHA's Board of Commissioners. The PHA will notify residents of all proposed amendments and/or revisions to the Policy in accordance with [24 C.F.R. 966.5](#).

Receipt of Smoke Free Policy and Signature Form - TENANT

I hereby acknowledge that I have received a copy of the Princeton Housing Authority's Smoke-Free Policy. I have read, understand, and agree to comply with the terms of the Smoke-Free Policy. I understand that a violation of this Policy may result in the termination of my Lease, and other actions authorized by law. I understand that I am legally and financially responsible for any property damage and/or bodily injury caused by my smoking in violation of this Policy.

Signature of Tenant

Date

Printed Name

Receipt of Smoke Free Policy and Signature Form - EMPLOYEE

I hereby acknowledge that I have received a copy of the Princeton Housing Authority's Smoke-Free Policy. I have read, understand, and agree to comply with the terms of the Smoke-Free Policy. I understand that a violation of this Policy may result in disciplinary action up to and including the termination of my employment.

Signature of Employee _____ Date _____

Printed Name _____