**HOUSING AUTHORITY BEDBUG POLICY**

The \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Housing Authority (referred to as “PHA”) recognizes the potential problems that can arise out of bedbug infestations in public housing. Accordingly, \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Housing Authority adopts this policy in an effort to minimize bedbug infestations in its public housing.

**HOUSING AUTHORITY RESPONSIBILITIES**

**A. Management**

1. PHA shall provide training to appropriate staff members regarding the identification, prevention, and eradication of bedbugs.

2. PHA shall make efforts to educate new and existing residents on methods that may be utilized in order to prevent and detect bedbugs consistent with the Bedbug Prevention Action Plan included within the Prevention and Safe Removal of Bedbugs handout attached to this policy.

3. PHA may keep a qualified pest control company under contract to provide services “as needed” if PHA resident and staff efforts cannot adequately prevent or treat bedbug infestation.

4. PHA shall keep written records of reports and incidents of bedbug infestation. Said records shall identify the dates, times and places of such events.

**B. Inspections**

1. When a resident reports the existence of bedbugs in his or her unit, PHA shall within 24 hours make contact with the resident, provide the resident with information about control and prevention of bedbugs and discuss measures the resident may be able to take in the unit before an inspection is performed.

2. Following a report of bedbugs, PHA or a qualified third party trained in bedbug detection shall inspect the dwelling unit to determine if bedbugs are present. Inspections will be conducted by trained staff or third-party service providers. Low level infestations may escape visual detection. For this reason, multiple detection tools may be utilized. The inspections shall occur within three business days of the resident report, when possible.

3. The inspection shall cover the unit reporting the infestation and no less than the adjoining apartments or units consisting of the units above, below, and beside, and should be completed within three business day of a resident report of infestation, when possible.

4. If the initial inspection confirms the presence of bedbugs, PHA will contact a licensed pest control company to treat the infestation. The length, method and extent of the treatment will depend on the severity and complexity of the infestation, the recommendations of the pest control company, and the level of cooperation of the residents. Treatment should begin within five days of the inspection, though depending on the form of treatment and/or the availability of the contractor, this may not be possible. Treatment may take several weeks and possibly several applications.

5. If an infestation is suspected but cannot be verified, PHA may re-inspect the unit(s) periodically over the next several months.

6. If licensed pest control services are unattainable within three calendar days, PHA shall retain documentation of the efforts to obtain qualified services.

**C. Additional Considerations**

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Housing Authority will not charge a resident to cover the cost of initial infestation bedbug treatment; such costs shall be covered by \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Housing Authority. The only exception to this rule is that PHA may charge the resident for the replacement cost of materials supplied by PHA to the resident to combat bedbugs or the possibility of bedbugs when such materials are lost or damaged due to an action or omission of the resident or his or her guest.

2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Housing Authority may charge a resident to cover the actual cost of subsequent re-infestation bedbug treatment(s) if it is determined that the re-infestation was caused by the resident’s failure to comply with their standard lease agreement terms with respect to the condition of their unit and failure of compliance with the Bedbug Prevention Action Plan included within the Prevention and Safe Removal of Bedbugs handout attached to this policy.

**RESIDENT RESPONSIBILITIES**

1. Under the terms of \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Housing Authority standard lease agreement, residents are required “To keep the dwelling unit and such other areas as may be assigned to the Resident for the Resident’s exclusive use in a clean and safe condition.” Accordingly, residents are required to report any suspected problems with bedbug infestation immediately. Residents are the first line of defense against bedbugs and should be encouraged to create living environments that deter bedbugs. Further, any willful failure on the part of a resident to report a bedbug infestation may result in adverse action taken against the resident, up to and including eviction. A resident reporting bedbugs may expect expeditious response and attention by \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Housing Authority, but is advised that inspection and, if necessary, treatment of bedbugs may take time to schedule.

2. Clutter is a friend of bedbugs, because it gives the bugs a place to hide. Residents will reduce clutter by cleaning, picking up and organizing their personal belongings, and getting rid of personal items that are no longer used or needed.

3. Residents will maintain their units consistent with the Bedbug Prevention Action Plan included within the Prevention and Safee Removal of Bedbugs handout attached to this policy

4. To facilitate treatment of a unit, \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Housing Authority will provide residents a minimum of 3 large plastic totes, 5 commercial size garbage bags, 1 small roll of duct tape, and $10 in quarters for laundry costs.

5. Residents are required to cooperate with the treatment efforts by preparing their belongings and unit for treatment as outlined by the pest control company, allowing for heat treatment of furniture and refraining from placing infested furniture or other items in common areas such as hallways. In the event that these requirements are not followed, \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Housing Authority may take adverse action against the resident, up to and including eviction. Residents will not be reimbursed the cost of any additional expense to the household, such as the purchase of new furniture, clothing, packing or cleaning services.

6. Residents can unintentionally bring bedbugs onto the property or into their unit when returning from a friend or family member’s home, trip, or bringing used property into their units. Therefore, residents will check their luggage and clothes whenever they return from the above-mentioned examples and examine any secondhand items for begbugs before bringing them home.

7. Residents are required to comply with the above-mentioned Resident Responsibility line items. In the event a resident refuses or fails to comply with said responsibilities, causing bedbug re-infestation to occur in their unit, \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Housing Authority may take adverse action against the resident, up to and including eviction.

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Tenant Date

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