Resolution #\_340\_\_\_\_\_\_\_\_\_

Date Adopted \_10/26/2017\_\_

**HARVARD HOUSING AUTHORITY**

**PEST INFESTATION POLICY**

 The Harvard Housing Authority recognizes the potential problems that can arise out of pest infestations in public housing. Accordingly, the Harvard Housing Authority adopts this policy in an effort to minimize infestations in public housing.

**HOUSING AUTHORITY’S RESPONSIBILITIES**

1. **Management**
2. The Harvard Housing Authority shall provide training to appropriate staff members regarding the identification, prevention, and eradication of pests.
3. The Harvard Housing Authority shall make efforts to educate new and existing residents on methods that may be utilized in order to prevent and detect pest infestations.
4. The Harvard Housing Authority will keep a qualified pest control company under contract so they can be called on an “as needed” basis if Housing Authority staff is unable to deal with a pest infestation.
5. The Harvard Housing Authority shall keep written records of reports and incidents of pest infestation. Said records shall identify the dates, times and places of such reports or incidents.
6. Pests are defined as but not limited to; cockroaches, bedbugs, fleas, head lice, mice, fruit flies or any other pest that requires treatment.
7. **Inspections**
8. If a resident reports the existence or possible existence of pests in his or her unit, the Harvard Housing Authority shall within 24 hours make contact with the resident, provide the resident with information about control and prevention of pests and discuss measures the resident may be able to take in the unit before an inspection is performed.
9. Following a report of pests, the Harvard Housing Authority staff or a qualified third party trained in pest detection shall inspect the dwelling unit to determine if pests are present. It is critical that inspections be conducted by trained staff or third party professionals. Low level infestations may escape visual detection. For this reason, multiple detection tools, such as monitors containing attractants and canine detection may be utilized. The inspections shall occur within three business days of the resident report when possible.
10. The inspection shall cover the unit reporting the infestation and no less than the adjoining apartment or surrounding apartments consisting of the units above, below, left and right in a building if these units exist.
11. If the initial inspection confirms the presence of pests, the Harvard Housing Authority 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, and the level of cooperation of the residents. The resident may expect treatment to 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. Residents should be advised that treatment may take several weeks and possibly several applications.
12. If an infestation is suspected but cannot be verified, the Housing Authority will re-inspect the unit (s) periodically over the next several months.
13. If licensed pest control companies are unattainable within three calendar days, the Harvard Housing Authority shall retain documentation of the efforts to obtain qualified services.
14. **Additional Considerations**
15. The Harvard Housing Authority will not charge a resident to cover the initial cost of pest treatment; such costs shall be covered by the Housing Authority. The only exception to this rule is if materials and equipment supplied by the Harvard Housing Authority or Contractor to the resident to combat pests (or the possibility of pests) is lost or damaged due to an action by a resident or his or her guest. However, if tenant repeatedly has pest infestation, such as bedbugs or cockroaches, the tenant will be charged $100.00 for the second treatment and if a third treatment is required the tenant’s lease will be terminated.

**RESIDENT RESPONSIBILITIES**

1. Under the terms of the Harvard Housing Authority’s standard lease agreement, residents are required to “report any problem with infestation.” Accordingly, residents are strongly encouraged to report any suspected problems with pest infestation immediately. Residents are the first line of defense against pests. Further, any willful failure on the part of a resident to report a pest infestation may result in adverse action taken against the resident, up to and including lease termination. A resident reporting pests may expect expeditious response and attention by the Housing Authority, but should be advised that inspection and, if necessary, treatment of pests may take time to schedule.
2. Since clutter is a friend of pests, residents will keep clutter in their homes to an absolute minimum.
3. Residents are required to cooperate with the treatment efforts by allowing for treatment of clothing and furniture and refraining from placing infested furniture or other items in common areas such as hallways. Residents will not be reimbursed the cost of any additional expense to the household, such as the purchase of new furniture, clothing or cleaning services.
4. Residents can easily unintentionally bring pests onto the property when returning from a trip or bringing property into their homes. Therefore, residents will check their luggage and clothes whenever they return home from taking a trip and examine any secondhand items such as furniture and clothing before bringing them home.

**HARVARD HOUSING AUTHORITY**

**PARKVIEW APARTMENTS**

**P.O. BOX 366, 502 E. WALNUT STREET**

**HARVARD, NE 68944**

**Harvard Housing Authority Pest Infestation Policy Certification**

I have received a copy of the Harvard Housing Authority Pest Infestation Policy.

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 Tenant’s Printed Name

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 Tenant’s Signature

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 Date