

Steps for Effective Enforcement of Smokefree Policies in Multi-Unit Housing

Enforcing a smokefree policy in a multi-unit housing complex can seem intimidating, but actual experience from property managers and owners across the country that have implemented policies prove that enforcement is often easier than expected. Education and communication about the new policy to residents, employees and other affected parties is crucial to successful implementation and enforcement of the policy. While most people will follow the new policy from the start, there may be a few instances where additional enforcement is needed. Enforcing violations of the smokefree policy in a consistent manner and in the same way as other lease violations is key.

Below are some steps to take before and during implementation of the new smokefree policy, tips on how to handle policy violations and additional things to keep in mind during policy implementation. There are also a variety of resources to assist you in this effort.

Remember, it is completely legal to have a smokefree policy in your multi-unit housing property; there is no legal or constitutional "[right to smoke](#)."

Resources to Help You

All available at www.lung.org/smokefreehousing

- [Smokefree Policies in Multi-Unit Housing: Steps for Success](#) Online Course
- [Advocates' Toolbox](#)
 - Sample enforcement plan
 - Sample notice of smoking incident notice
 - Sample Signage
- [Do You Smell Smoke?](#) Animated Video
- [Smokefree Multi-Unit Housing: Bringing Healthy Air Home](#) Issue Brief, also available in [Spanish](#)
- Local Lung Association in your state
Call 1-800-LUNG-USA

Steps to Take Before the New Smokefree Policy Takes Effect

- **COMMUNICATE WITH RESIDENTS FREQUENTLY** about the policy change, why it is being done and when it will be taking effect. Use every opportunity available to communicate this information, for example: resident newsletters, notices/bulletin boards in the building, email, etc.
- **GIVE RESIDENTS SEVERAL MONTHS ADVANCE NOTICE** before the policy will go into effect. This will allow people to get used to the change and some residents who smoke may even use this time to quit.
- **HOLD INFORMATIONAL MEETINGS** with residents and staff to communicate about the new policy, answer questions and receive feedback. You may encounter opposition initially, but allowing people to express their opinions and get their questions answered can increase support and potentially reduce enforcement problems later.
- **OFFER RESOURCES** to current smokers seeking to quit:
 - Provide information on state/local resources to help people quit.
 - If possible, offer counseling and/or nicotine replacement therapy to residents.
 - The American Lung Association has resources that can help, <http://www.lung.org/stop-smoking/how-to-quit/>
- **INFORM NEW RESIDENTS** when they sign a lease about the new smokefree policy and consider having them initial to indicate they understand the policy.
- **REMIND NEW RESIDENTS** when they move in about the new smokefree policy.



www.lung.org/smokefreehousing



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