

# Methamphetamine (P) contaminated properties

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Business Alert for Tenancy Services Regional Managers, Area Managers, Senior Tenancy Managers, Tenancy Managers, PSG Asset Management team, Contracts Management team and Maintenance Delivery team

There have been a couple of incidents where our contractors have been unaware that a property is contaminated or is suspected of being contaminated with Methamphetamine (P). This is a safety risk for our contractors and staff.

Procedure T-126 Methamphetamine (P) and Housing New Zealand Tenancies outline the process to follow when a contaminated property is identified and who needs to be informed. It is recognised that this procedure needs to be updated to accommodate job title changes and the move from Rentel to Kotahi however the essence is still the same. Processes relating to Methamphetamine will be reviewed and updated accordingly but, in the meantime, please note the following:

Where there is suspicion that a tenancy might be contaminated the Area Manager and Asset Manager are to be informed immediately.

The Asset Manager will inform the following staff that the property is suspected of Methamphetamine contamination and will be tested:

- All Regional HNZ staff who work in the portfolio
- Maintenance Delivery Manager
- The HNZ Communications Team (via the 'media notification' inbox)
- The Health, Safety and Security Manager

The Maintenance Delivery Manager will inform the Corporation's regional contractors

No staff or contractors will be allowed to access the property until testing is completed, the results received and the property is confirmed safe to enter. .

The following actions need to take place:

- The Tenancy Manager is to update the CRIP rating of all members of the household to A1 and provide relevant notes in the tenancy and property notes page in Kotahi..
- The Asset Manager is to update eAM to show the correct Hazard Status for the Property.
- The Asset Manager will immediately note the risk on the Asset Risk Register and advise Programme Delivery Team within the Asset Development Group to undertake methamphetamine testing.

Note: Only the Programme Delivery Team is to engage contractors to undertake methamphetamine testing.

Where a tenancy has tested positive for contamination, the Asset Manager will inform the following staff:

- All Regional Housing New Zealand staff who work in the portfolio
- The Maintenance Delivery Manager