



NOTICE TO HOUSING CHOICE VOUCHER (HCV) PROGRAM OWNERS AND PARTICIPANTS

New HCV Unit Inspection Requirements

Please ensure you read this document in its entirety so that you are in compliance with the changes. If you have any questions regarding these new requirements, please contact your MSHDA Housing Agent.

Carbon Monoxide Detectors

This notice is to inform you that effective **October 1, 2019**, MSHDA will require carbon monoxide (CO) detectors in HCV program units that have fuel-fired/burning appliance(s), and/or an attached garage. If an inspection is conducted on your HCV unit by MSHDA or the MSHDA Housing Agent on or after **October 1, 2019**, and it is determined the CO detector is not present or not fully operational, the unit will fail the inspection. The life-threatening deficiency must be corrected **within 24-hours of the inspection** in order for rental assistance payments to continue on the unit. CO detectors should be installed in the following locations:

- In the immediate vicinity of sleeping rooms for units with a fuel-burning appliance and/or an attached garage.
- Within the bedroom for a bedroom with a fireplace or another fuel-burning appliance.
- In the immediate vicinity of sleeping rooms for units without fuel-burning appliances, located within a multi-unit building that has integral garage space and/or fueled central heat or hot water systems.

If your local code requires CO detectors in additional locations within the unit and/or building, MSHDA or the MSHDA Housing Agent must inspect those as well to ensure they are fully operational. If it is determined they are not, the unit fails the inspection and the life-threatening deficiency must be corrected **within 24-hours of the inspection** in order for rental assistance payments to continue on the unit.

The Consumers Energy Helping Neighbors Program offers free home energy assessments and energy-saving upgrades, which includes CO detectors. However, the location of the CO detectors **must** comply with the MSHDA requirements above and the local code. For more information on this program visit: <https://www.consumersenergy.com/residential/save-money-and-energy/assessments/helping-neighbors>.

Fire Extinguishers

In addition, effective **October 1, 2019**, if a fire extinguisher is present and/or required by local code for the HCV program unit (including common areas), it must be in working order. It cannot be damaged, discharged, overcharged, or have an expired certification.

If an inspection is conducted on your HCV unit by MSHDA or the MSHDA Housing Agent on or after **October 1, 2019**, and a fire extinguisher is missing (where required by local code) and/or is damaged, discharged, overcharged or has an expired certification, the unit will fail the inspection. The life-threatening deficiency must be corrected **within 24-hours of the inspection** in order for rental assistance payments to continue on the unit. Following are some key points:

- Fire extinguishers installed in multi-unit buildings must meet the requirements of the local code authority and must be tagged showing that they have been inspected and certified in accordance with local code requirements.
- The inspector must evaluate fire extinguishers in common areas only when the fire extinguishers are directly along the family's most common path of travel, fire egress route, or located in an area intended for the family's use.
- If an inspection tag is missing or expired, the owner must provide proof that fire extinguisher certification is current such as an inspection report or an invoice from the fire extinguisher company for the last inspection.
- With respect to disposable (or non-rechargeable) fire extinguishers, the gauge must clearly indicate the fire extinguisher is adequately charged. Disposable fire extinguishers are not required to be tagged.
- The inspection will result in a fail if there is evidence of a fire extinguisher, such as mounting brackets or fire cabinets, but no evidence of the extinguisher.