

YUROK INDIAN HOUSING AUTHORITY



BACKGROUND POLICY

Purpose

The purpose of the Yurok Indian Housing Authority (YIHA) Background Policy is to screen applicants who are eligible for Rental or Mutual Help services.

A. Receiving Background Information on Adult Applicants or Tenants.

As required by section 208 (Availability of Records) of NAHASDA, the National Crime Information Center, police departments, and other law enforcement agencies shall provide criminal conviction information to Indian Tribes and TDHE's upon request. Information regarding juveniles shall only be released to the extent such release is authorized by the **federal law or Indian tribe**. For purposes of this section, the term "tenants" includes homebuyers who are purchasing a home pursuant to a lease purchase agreement.

B. Using the Background Information.

The recipient shall use **violent criminal acts and cases of drug use within the last (5) five years and any sexual offense** information described in "A" only for applicant screening, lease enforcement and eviction actions. The information **shall** be disclosed only to any person who has a job related need for the information and who is an authorized officer, employee, or representative of the recipient or the owner of housing assisted under NAHASDA.

C. Confidentiality

1. The recipient will keep all the criminal conviction record information it receives from the official law enforcement agencies listed in "A" in files separate from all other housing records.
2. **All Background information will be kept under lock and key and be under the custody and control of the YIHA Executive Director or designate.**
3. **All Background information shall** only be accessed with the written permission of the Indian tribe's or TDHE's housing Executive Director or his **or her** designee and are only to be used for the purposes stated in section 208 of NAHASDA and these regulations.

C*E*R*T*F*I*C*A*T*I*O*N

This is to certify the Background Policy of the Yurok Indian Housing Authority was approved at a duly called meeting of the Board of Commissioners on April 13, 2009 at which a quorum was present and the Background Policy was adopted by a vote of 6 For, 0 Apposed, and 0 Abstentions.

Wanda Green, Chairperson
Yurok Indian Housing Authority Board of Commissioners

ATTEST:

Sherri Reece, Secretary
Yurok Indian Housing Authority Board of Commissioners