

# PUBLIC HOUSING OCCUPANCY

## Agenda

### Day 1

8:30 AM - 10:30 AM	Introduction & Overview
10:30 AM - 10:45 AM	Break
10:45 AM - 12:00 PM	Fair Housing & Nondiscrimination
12:00 PM - 1:00 PM	Lunch
1:00 PM - 2:30 PM	Required Plans, Documents & Reporting
2:30 PM - 2:45 PM	Break
2:45 PM - 5:00 PM	Eligibility & Occupancy

### Day 2

8:30 AM - 10:30 AM	Income, Assets & Deductions
10:30 AM - 10:45 AM	Break
10:45 AM - 12:00 PM	Income, Assets & Deductions
12:00 PM - 1:00 PM	Lunch
1:00 PM - 2:30 PM	Rent Calculations
2:30 PM - 2:45 PM	Break
2:45 PM - 5:00 PM	Leasing Activities

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### Day 3

8:30 AM - 10:30 AM

Unit Turnover, Transfers & Inspections  
Annual & Interim Re-examinations

10:30 AM - 10:45 AM

Break

10:45 AM - 12:00 PM

Lease Enforcement & Grievance Procedures  
Customer Service & Stress Management

12:00 PM - 1:00 PM

Lunch

1:00 PM - 5:00 PM

Certification Examination