



**Original Approval Date: November 16, 2015**

**Most Recent Approval:**

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**Parent Policy: Health, Safety, and Environment Policy**

## **Assignment of Accountability:**

### **8.0 Environmental Management**

<b>Office of Administrative Responsibility:</b>	Health, Safety and Environment
<b>Approver:</b>	Associate Vice-President (Human Resources, Health, Safety and Environment)
<b>Scope:</b>	Compliance with this university policy extends to all academic staff, administrators, colleagues and support staff as outlined and defined in the Recruitment Policy (Appendix A and Appendix B: Definitions and Categories). Undergraduate, graduate, and Faculty of Extension students; postdoctoral fellows; emeriti members of the Board of Governors; visitors to campus, including visiting speakers and scholars; third party contractors; and volunteers.

#### **Overview**

The University of Alberta is committed to conducting its activities in an environmentally responsible manner. To achieve this goal and to fulfill legislative requirements, all **unit(s)** must complete **hazard assessments** and implement approved disposal, monitoring and reporting practices associated with hazardous materials.

#### **Purpose**

The purpose of this document is to mandate **senior administrators** to implement practices that identify, minimize and manage **environmental hazards** in their respective unit(s).

#### **Accountabilities**

To demonstrate environmental responsibility senior administrators must engage and enable the **university community** to:

- Follow the Hazard Identification, Assessment, and Control Procedure and Environmental

Management Procedure to:

- Identify environmental hazards
- Implement **controls**
- Evaluate the effectiveness of implemented controls
- Report **incidents**
  - Spills or releases
- Monitor emissions if applicable
- Safely dispose of waste
- Include decommissioning procedures and costs prior to all activities with environmental impacts.

For detailed information, consult the procedures under “Related Links.”

## Definitions

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. <a href="#">[▲Top]</a>	
<b>Unit</b>	A designation used to denote academic and non-academic departments, faculties, schools, institutes, and centres at the University of Alberta
<b>Hazard assessment</b>	A process used to identify environmental, health and safety hazards and evaluate the risk associated with tasks.
<b>Senior administrator</b>	President, Provost, Vice-President, Vice-Provost, Deputy Provost, Associate Vice-President, Dean, General Manager, Chief of Staff, Chair, Director
<b>Environmental</b>	Impacting the natural world, particularly land, air, and water.
<b>Hazard</b>	A situation, behaviour, condition or thing that may be dangerous to the environment and to the safety or health of the university community.
<b>University community</b>	All employees, (including but not limited to, academic staff, support staff and administrators), adjunct professors, professors emeriti, lecturers, clinical staff, all students (including undergraduate

	students and graduate students), post- doctoral fellows, contractors, volunteers, suppliers, invited visitors and those who are acting on behalf of the university or performing university related business
<b>Control</b>	Measures designed to eliminate or reduce the risk of hazards and to eliminate or control loss.
<b>Incident</b>	An occurrence, arising in the course of work, that could or did result in an injury, illness, property damage or release to the environment (includes near misses).

## Related Links

- Environmental Management Procedure  
<https://policiesonline.ualberta.ca/PoliciesProcedures/Procedures/Environmental%20Management%20Procedure.pdf>

If any of the links are broken, please contact [uappol@ualberta.ca](mailto:uappol@ualberta.ca)

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