

Approval Date: November 16, 2015

Parent Policy: [Environment, Health and Safety Policy](#)

Assignment of Accountability: 8.0 Environmental Management

Office of Administrative Responsibility:	Environment, Health and Safety
Approver:	Associate Vice- President (Risk Management Services)
Scope:	Compliance with this university policy/procedure extends to all Academic Staff and Colleagues and Support Staff as outlined and defined in Recruitment Policy (Appendix A and Appendix B), including Third party contractors, Visiting speakers, Volunteers, Professors Emeriti, Undergraduate Students, Graduate Students, Post-Doctoral Fellows, Visitors to Campus.

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.

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 Process 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. [▲Top](#)

Unit	Entities that are part of the legal entity "The Governors of the University of Alberta" This would include faculties, departments, schools, operational units such as parking services and housing and food services, academic centres and institutes, and some affiliated centres and institutes.
Senior administrator	The Provost, Vice-Provost, President, Vice-President, Associate Vice President, Dean, Chair, Executive Director, and Director
Environmental	Impacting the natural world, particularly land, air and water.
Hazard	Is a situation, behaviour, condition or thing that may be dangerous to the environment and to the safety or health of the University community.
University community	All current University employees and non-employees, and anyone residing on campus.
Control	Measures designed to eliminate or reduce the risk of hazards and to eliminate or control loss.
Hazard assessment	A process used to identify environmental, health and safety hazards and evaluate the risk associated with tasks and/or conditions. <i>Syn. Hazard Identification, Assessment and Control Process</i>
Incident	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).

FORMS

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RELATED LINKS

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Environmental Management Procedure