

Original Approval Date: August 5, 2010

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Parent Policy: Environment, Health and Safety Policy

Environment, Health and Safety Policy

Appendix A: Chief Environment, Health and Safety Officer Responsibilities

Office of Administrative Responsibility:	Office of Associate Vice President, Risk Management Services
Approver:	Board of Governors (Board Safety, Health and Environment Committee)

1.0 INTRODUCTION

Established in 2010, the Chief Environment, Health and Safety Officer (CESO) is a permanent, continuing assigned authority, appointed by and subject to the Vice President (Finance & Administration) [VP (F&A)]. The CESO reports to the VP (F&A) and consults with the Provost.

This authority is enacted when there is a need for the University to respond to, manage, and resolve significant environment, health and safety hazards and risks. This authority is fundamental to ensure compliance with **Environment, Health and Safety Management System (EHSMS)** procedures and legislative requirements.

2.0 REQUIREMENTS

The CESO must:

- Be a Senior Administrator as appointed by the VP (F&A)
- Participate in the orientation to the EHSMS

3.0 RESPONSIBILITIES

- 3.1 Has the authority, to act on all environment, health and safety noncompliance issues, including the authority to stop any activity or take control of any University infrastructure when:
 - Immediate and significant environment, health and safety risk is present in any University affairs as determined by the CESO.
- 3.2 Informs Board Safety, Health and Environment Committee on situations deemed necessary as a result of immediate and significant environment, health and safety hazards; as well actions taken to mitigate the risks.
- 3.3 Approves the resumption of **University affairs** once compliance with EHSMS procedures and legislative requirements has been met.
- 3.4 The authority of the CESO cannot be delegated, in the absence of the current appointee it remains with the Vice-President (Finance and Administration).

DEFINITIONS

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. [[▲Top](#)]

Environment, Health and Safety Management System	A University of Alberta framework that reflects best practice for organizing environment, health and safety policy, assignment of accountabilities, and related procedures. The framework reflects integrated processes, clear accountabilities with roles and responsibilities.
University Affairs	Any activity that is directly related to or arising out of the operations of the university at any location.

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