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**Environmental Protection**

Procedure No:	7150-PR3
Version:	2
Policy Reference	7150 – Occupational Health & Safety
Category:	Safety, Security and Emergency Management
Approval Body:	Board of Governors
Executive Sponsor:	Vice President Human Resources & People Development
Department Responsible:	Safety, Security and Emergency Management
Directory of Records Class:	0650-10
Approval Date:	2023 Feb 28

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**Overview**

British Columbia Institute of Technology (BCIT) aims to conduct all activities in a manner that demonstrates accountability and promotes responsible stewardship of the environment.

To this end, BCIT maintains an environmental protection program, applying to all BCIT campuses.

The program:

- Promotes a consistent response, and demonstrates responsibility and due diligence concerning environmental issues.
- Mandates the provision of a clean, healthy and sustainable environment for the BCIT community.
- Requires that prompt actions are taken to identify and remediate environmental risks.

**Objectives**

This procedure is associated with Policy 7150, Occupational Health and Safety.

The objectives of this procedure are to:

- Define the roles and responsibilities within the BCIT community for establishing and maintaining an effective Environmental Protection Program.
- Inform the BCIT community about applicable regulations and legislative standards.
- Provide a platform for communication and education about environmental issues.

**Who This Procedure Applies To**

This procedure applies to all members of the BCIT community, including all BCIT employees, students, contractors, and visitors.

**Related Documents and Legislation**
**Federal Legislation**

*Canadian Environmental Protection Act, 1999, SC 1999, c 33 (and all associated regulations)*  
*Hazardous Products Act, RSC 1985, c 24 (3<sup>rd</sup> Supp.), Part III (and all associated regulations)*  
*Transportation of Dangerous Goods Act, 1992 SC 1992, c 34 (and all associated regulations)*

## Provincial Legislation

*Environmental Management Act*, SBC 2003, c 53 (and all associated regulations)

## Definitions

**effluent:** has the same meaning as in the BC *Environmental Management Act*, i.e., a substance that is introduced into water or onto land and that

- a) injures or is capable of injuring the health or safety of a person,
- b) injures or is capable of injuring property or any life form,
- c) interferes with or is capable of interfering with visibility,
- d) interferes with or is capable of interfering with the normal conduct of business,
- e) causes or is capable of causing material physical discomfort to a person, or
- f) damages or is capable of damaging the environment.

**environment:** has the same meaning as in the BC *Environmental Management Act* and the Canadian *Environmental Protection Act*, as applicable, i.e., air, land, water and all other external conditions or influences under which humans, animals and plants live or are developed; and the components of the Earth including

- a) air, land and water,
- b) all layers of the atmosphere,
- c) all organic and inorganic matter and living organisms, and
- d) the interacting natural systems that include components referred to in paragraphs (a) to (c).

**SSEM:** means the Department of Safety, Security, and Emergency Management.

**waste:** includes any of the following, regardless of whether the type of waste described has any commercial value or is capable of being used for a useful purpose,

- a) air contaminants,
- b) litter,
- c) effluent,
- d) refuse,
- e) biomedical waste,
- f) hazardous waste, and
- g) any other substance prescribed by regulation.

## Duties and Responsibilities

### BCIT Community

All members of the BCIT community are responsible for conducting activities in a manner that demonstrates responsible environmental management. All employees, students, contractors, and visitors must comply with Canadian *Environmental Protection Act* and British Columbia *Environmental Management Act* and any relevant regulations under those Acts, and any BCIT programs and procedures in place to meet these legislative requirements.

**Environmental Compliance Committee**

The Environmental Compliance Committee is responsible for meeting annually and monitoring, overseeing, and advising the Senior Director of SSEM, on matters relating to environmental protection at BCIT.

**Facilities Maintenance**

Facilities Maintenance is responsible for:

- Appropriate management and disposal of all effluent and air contaminants created from utilities and processes under their charge.
- Promptly reporting all environmental emergencies to SSEM through the Incident Reporting and Information System, or through another method approved by the Senior Director of SSEM.

**Schools/Programs/Departments**

BCIT Schools, Programs, and Departments are responsible for:

- Maintaining an inventory of their hazardous chemicals and appropriate storage and disposal of waste.
- Managing and disposing of all effluent and air contaminants created from processes under their charge.
- Promptly reporting all environmental emergencies to SSEM through the Incident Reporting and Information System, or through another method approved by the Senior Director of SSEM.

**Senior Director, Safety, Security and Emergency Management**

The Senior Director of SSEM is responsible for:

- Implementing the BCIT Environmental Protection Program.
- Responding to, and coordinating response to, any environmental emergencies or other environmental concerns at BCIT.
- Completing reports to legislative bodies as required.

The Senior Director may delegate duties to carry out the above responsibilities.

**Logistics**

Logistics is responsible for appropriate handling, storage, transportation, and disposal of all waste and recyclable materials taken off site.

**Amendment History**

	<u>Approval Date</u>	<u>Status</u>
Created: Procedure 7150-PR3 version 1	2019 May 28	Replaced

Revised: Procedure 7150-PR3 version 2

2023 Feb 28

In Force

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Procedure 7100-PR7, Environmental Protection, was retired as a procedure under Policy 7100, and replaced by this procedure under Policy 7150, Occupational Health and Safety. Following is the amendment history of the replaced procedure:

Created 2012 Mar 30

Retired 2019 May 28

In 2012, Policy 7519, Environmental Protection, was retired as a separate policy, and replaced by this procedure under Policy 7100, Safety and Security. Following is the amendment history of the replaced policy:

Created 1993 May 12 Created as Policy 7519

Revision 1 2004 Sep 13

Revision 2 2004 Sep 28

Revision 3 2005 Sep 26

Revision 4 2009 Jul 21

Revision 5 2010 Aug 06

Retired 2012 Mar 30

**Scheduled Review Date**

2028 February 28