



<b>POLICY:</b>	<b>2004 Environmental<sup>1</sup></b>
<b>Effective Date:</b>	May 10, 2004
<b>Revised Date:</b>	January 2011
<b>Review Date:</b>	January 2016
<b>Approving Body:</b>	Board of Governors
<b>Authority:</b>	Act establishing St. Thomas University
<b>Implementation:</b>	President delegated to the Director of Facilities management
<b>Sponsor/Contact:</b>	Director of Facilities Management
<b>Applies to:</b>	The University Community

## 1.0 Reason for Policy

### 1.0.1. Statement of Purpose

The Mission of St. Thomas University is to provide a liberal education of high quality primarily to undergraduate students. The liberal nature of education includes the development of the whole person “who can think for themselves and can participate in the improvement of that society.” The development of the whole person can be enhanced by nurturing an awareness of the effects of the University and of human activity on the environment by among other things operating the university in an environmentally responsible manner.

## 2.0 Policy Statement

### 2.0.1. Vision Statement

St. Thomas University is committed to becoming a leader among academic institutions in the practice of environmental management and stewardship. The University is committed to the principle of sustainability, and will use its resources in a manner that does not compromise the ability of future generations to meet their needs.

St. Thomas seeks to minimize its impact on the environment through a program of continual improvement in environmental performance, achieved by implementing a feasible and comprehensive environmental policy with measurable and achievable targets.

As a result, the three primary objectives in establishing this policy are:

- (a) To establish responsible stewardship of the environment as an institutional priority by meeting or exceeding regulatory requirements for environmental protection set by local, provincial or federal authorities or granting agencies. To establish and maintain high standards of environmental protection, St. Thomas University will work diligently to implement policies, procedures and programs addressing specific environmental issues.
- (b) To provide a framework for establishing policies and procedures that demonstrate responsibility and due diligence on the part of the University and that educate and assist members of the University community to understand and fulfill their responsibilities in protecting the environment.

The cooperation and participation of all members of the St. Thomas community is essential and, to this end, a communications strategy will be put in place to inform students, staff and faculty of new and existing environmental protection obligations. This communication strategy will be managed through the President's Advisory Committee on Campus Environmental Policy under the direction of the University President.

- (c) In cooperation with the Occupational Health and Safety Committee, to identify promptly environmental risks and recommend corrective action. Notification of environmental risks or the discovery of potentially harmful conditions will be channeled through either the chair the President's Advisory Committee on Campus Environmental Policy or the chair of the Occupational Health and Safety Committee. When the risk or condition has been dealt with, a report must be submitted to the President who is responsible for making an annual report to the Board of Governors, and reporting critical incidents to the Board as required.

## **2.0.2. General Principles**

The following general principles act as overriding guidelines that apply to, and encompass, the University's environmental goals and objectives, and provide overall direction in achieving them.

### **(a) Legal and Moral Obligations**

The University will ensure that it meets, and where possible exceeds, all applicable environmental laws, regulations, and standards that relate to its activities, operations, and services. In order to adhere to this principle, the University, through the President's Advisory Committee on Campus Environmental Issues, will:

- identify and monitor applicable environmental laws, regulations, and standards;
- correct any identified infractions and deficiencies; and,
- educate and train the University community in their roles and responsibilities for exercising due diligence.

### **(b) Strategic Planning and Implementation**

The University will incorporate environmental considerations in all stages of the planning, design, and decision-making processes of proposed projects, developments, and activities. In order to adhere to this principle, the University will:

- implement programs and procedures that assist in identifying and monitoring new and applicable environmental laws, regulations, standards, policies, and technologies.
- ensure, where practical, that its buildings and infrastructure are designed, constructed, and operated in a manner that minimizes environmental impacts and enhances environmental performance; and
- when feasible, conduct environmental impact assessments (EIAs) on significant proposed projects, developments, and activities.

### **(c) Education and Training**

The University recognizes its role as an academic institution to provide students with the opportunity to develop environmental skills and tools, and a solid understanding of environmental issues.

The University also recognizes its role as an environmentally responsible organization and is committed to promoting environmental awareness, and educating and training the University community of their responsibilities involving the implementation of this policy. In order to adhere to this principle, the University, through the President's Advisory Committee on Campus Environmental Issues, will:

- create a greater awareness and knowledge of environmental issues by maintaining a database listing all St. Thomas courses, formal programs, service activities, faculty members, and research activities relating to the environment;
- provide students with assistantships and supervised studies in support of the President's Advisory Committee on Campus Environmental Policy;
- support environmental education and research across faculties and departments;
- coordinate an annual environmental seminar across campus; and
- coordinate and cooperate with other student groups, institutions, organizations, and surrounding communities pursuing environmental projects, programs, and initiatives.

#### **(d) Monitoring and Reporting**

The University is committed to measuring and monitoring its progress in achieving the environmental principles, goals, and objectives outlined in this policy. The President will communicate the results of its environmental performance to the University community by producing a regular environmental report. In order to adhere to this principle, the University, through the President's Advisory Committee on Campus Environmental Issues, will:

- implement environmental auditing programs that apply to all the goals and objectives outlined in this policy, and evaluate the University's conformance with its policies and standards on a yearly basis;
- use a set of meaningful indicators that measures the University's environmental performance and aids in identifying areas of improvement, progress, and future goals;
- explore the feasibility of benchmarking its environmental performance against other academic institutions;
- identify and document the costs and revenues relating to environmental projects, programs, and initiatives; and
- prepare an annual environmental report to be used for internal purposes.

#### **(e) Open Two-way Communication**

The University encourages all members of the University community to report any actions, incidents, or concerns that may potentially harm the environment. The University will provide a system for accommodating and supporting this open two-way communication. In order to adhere to this principle, the University will:

- implement a process for reporting environmental concerns to the President's Advisory Committee on Campus Environmental Policy; where possible the confidentiality of the complainant will be respected; and

- implement a feedback mechanism for interested parties through means such as Annual Report, Notice Board and other University communications.

### **2.0.3. Goals and Objectives**

The environmental goals and objectives of the University are provided in this section. Each goal is accompanied by a set of environmental objectives which outline the steps or actions necessary for achieving these goals.

#### **(a) Purchasing Policy**

The University shall endeavor to minimize any negative environmental impact of products and services purchased in support of campus operations. In addition, the University will encourage its suppliers and contractors to provide, when appropriate and feasible, environmentally friendly products, and improve or develop environmentally friendly practices. In order to adhere to this principle, the University will:

- develop and implement an environmental purchasing policy;
- communicate its purchasing policy to its suppliers and contractors;
- work with suppliers and contractors to identify and use environmentally friendly products and practices as identified by reputable authorities; and,
- purchase products that are produced from recycled materials, can be recycled or re-used, reduce waste, and/ or conserve natural resources.

#### **(b) Solid Waste**

The University is committed to minimizing the amount of solid waste generated on campus. In order to adhere to this goal, the University will pursue the following objectives:

- adopt the 4 Rs of reducing, reusing, recycling, and redesigning; and
- develop and implement efficient and effective programs and practices that support the 4Rs.

#### **(c) Hazardous Waste**

The University is committed to minimizing the amount of hazardous waste produced on campus. In order to adhere to this goal, the University will pursue the following objectives:

- adopt the 4 Rs of reducing, reusing, recycling, and redesigning;

- develop and implement effective programs and practices that support the 4Rs; and
- develop and implement, if needed, hazardous materials and waste tracking system and long-term waste disposal database.

#### **(d) Indoor Air Quality**

The University is committed to protecting and improving indoor air quality. In order to adhere to this goal, the University will pursue the following objectives:

- monitor and identify problem areas of indoor air pollution and implement effective and efficient programs and practices for addressing these areas; and
- use environmental and health conscious materials in building construction and renovation that protect and improve indoor air quality.

#### **(e) Outdoor Air Quality**

The University is committed to protecting and improving outdoor air quality and minimizing atmospheric pollution. In order to adhere to this goal, the University will pursue the following objectives:

- identify problem areas of outdoor air pollution and implement effective and efficient programs and practices for addressing these areas; and
- minimize greenhouse gas (GHG) emissions in its activities, operations, and services.

#### **(f) Water Supply**

The University is committed to minimizing its water consumption through efficient resource use and the implementation of conservation programs and initiatives. In order to adhere to this goal, the University will pursue the following objectives:

- design projects, programs, and initiatives to reduce water consumption; and
- design projects, programs, and initiatives, where practical, to reuse water consumption.

#### **(g) Water Quality**

The University affects water quality through the release of waste water to the sanitary sewer system and the drainage of runoff from outdoor surfaces to the storm sewers. The University is committed to reducing the quantity of waste

water and improving its quality. In order to adhere to this goal, the University will pursue the following objectives:

- identify and minimize sources of water contamination and pollution, including non-point source pollution; and
- design projects, programs, and initiatives to reduce waste water production and improve waste water quality.

#### **(h) Energy**

The University is committed to reducing its energy consumption, implementing energy conservation programs, and promoting energy efficiency. In order to adhere to this goal the University will pursue the following objectives:

- develop and implement energy retrofit programs where appropriate and financially feasible and where compelling evidence of the superiority of alternatives exists; and
- develop and implement energy efficiency programs.

#### **(i) Transportation**

The University encourages environmentally friendly modes of transportation and recognizes the need to balance the demands of pedestrians, cyclists, and vehicles in its transportation management. In order to adhere to this goal the University will pursue the following objectives:

- collaborate and coordinate with other agencies and groups (e.g. City of Fredericton, neighbouring communities) to develop methods of reducing the impacts associated with transportation; and
- examine, where appropriate, the operations of University-owned vehicles, and identify and implement alternatives that will reduce environmental impacts.

### **2.0.4. Definitions**

- (a) **Due Diligence:** The organization's systematic efforts, appropriate to the size and nature of its business, to prevent, detect, and correct violations through appropriate compliance policies, standards, and procedures.
- (b) **Environmental Impact Assessment (EIA):** A process [that] attempts to identify and predict the impacts of legislative proposals, policies, programs, projects and operational procedures on the biophysical environment and on human health and

well-being. It also interprets and communicates information about those impacts and investigates and proposes means for their management.

(c) **Environmental Auditing:** A systematic, documented verification process of objectively obtaining and evaluating audit evidence to determine whether specified environmental activities, events, conditions, management systems, or information about these matters conform with audit criteria, and communicating the results of this process to the client.

(d) **Sustainable Development:** Development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

(e) **Significant:** A capital expense in excess of \$1,000,000.

### 3.0 Accountability

The Director of Facilities Management will be responsible for communication, administration and interpretation of this policy.

### 4.0 Secondary Documents

There are no additional supporting procedures or regulations under this policy.

### 5.0 Review

This policy shall be reviewed every five (5) years and the next review is scheduled for January 2016.

### 6.0 Effect on Previous Statements

This policy supersedes all previous policies on the subject.

### 7.0 Cross References

There are no other policies cross-referenced under this policy.

#### **Note:**

1. Sections of this policy statement were adopted from policy statements of the University of Calgary, Mount Allison University and Simon Fraser University.