

Original Date: 11/13/2012 Date Revised: February 21, 2013

Property Types: 1=owned, 2=leased, 3=maintained

Reference: Schedule 6 Service Levels, Part 2 – Operations and Maintenance

Service Category – Environment Management System Service Type

**Purpose:** To implement the Environmental Stewardship Policy of SSBC within a regulatory and best practices framework

Service Level	Service Description	Service Level Attributes	Reporting Frequency					Property Type							
			Weekly	Monthly	Quarterly	Semi-annual	Annual	1	2	3	4	5	6	7	8

ISO 14001: 2004 : 2004 Environmental Management System	Maintain and implement an ISO 14001: 2004 registered Environmental Management System	<ul style="list-style-type: none"> <li>Provide annual External Audit report from Registrar within 30 days of being submitted to the Service Provider</li> <li>Provide confirmation to the Province that ISO 14001: 2004 registration is maintained</li> </ul>					✓	✓	✓	✓								
		<ul style="list-style-type: none"> <li>Provide annual Internal Audit reports within 30 days of being submitted to the Service Provider</li> </ul>					✓	✓	✓	✓								
		<ul style="list-style-type: none"> <li>Provide reporting, including root cause analysis and tracking of resolution, on any actions required by the Internal and External Audits within 60 days of submission of Audit reports to the Service Provider</li> </ul>					✓	✓	✓	✓								

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Environmental Management Plan	Development and management of the annual Environmental Management Plan	<ul style="list-style-type: none"> <li>An environmental management plan shall be prepared and submitted to the Province in the time and format specified by the Province</li> </ul>						✓	✓	✓	✓								
		<ul style="list-style-type: none"> <li>A review of the environmental management plan shall be performed by the Service Provider and the Province at least once per Contract Quarter and any variances / updates shall be approved by the Province</li> </ul>			✓				✓	✓	✓								
		<ul style="list-style-type: none"> <li>Any significant issues and proposed corrective actions identified during the development and management of the plan shall be communicated to the Province within 30 days of becoming aware of the issue(s) and summarized quarterly</li> </ul>			✓				✓	✓	✓								

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Environmental Management Plan	Implementation of the annual Environmental Management Plan	<ul style="list-style-type: none"> <li>Achieving of objectives, targets and reporting as specified in the Environmental Management Plan</li> </ul>	✓	✓	✓	✓	✓	✓	✓	✓								
		<ul style="list-style-type: none"> <li>Any significant issues and proposed corrective actions identified during the implementation of the plan shall be communicated to the Province within 30 days of becoming aware of the issue(s) and summarized quarterly</li> </ul>			✓			✓	✓	✓								
		<ul style="list-style-type: none"> <li>Reports on regulatory standards that are not being adhered to or issues that might put the Province’s Environmental Stewardship Policy and stewards at risk shall be submitted to the Province within 30 days of becoming aware of the issue(s) and summarized quarterly</li> </ul>			✓			✓	✓	✓								



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Performance Measurement Criteria/Reporting:	General Comments
<ul style="list-style-type: none"> <li>• ISO 14001: 2004 Environmental Management System – registration by a Registrar accredited through ISO</li> <li>• Agreed upon targets and reporting requirements within the annual Environmental Management Plan</li> </ul>	<p>As per Article 12.1 of the MSA, the Environmental Management Plan is reviewed and, if necessary, updated on an annual basis</p> <p>Parties recognize that the 14001:2004 audit is based on a sample of Property Types 1, 2, and 3.</p>