



# Environmental Stewardship Policy

This policy is applicable to all RPD business and portfolio, including contracted services.



## Document Control

<b>Policy Application Lead:</b> Director, Corporate Sustainability	<b>Policy Owner:</b> ADM Office	<b>Version:</b> 3.7
<b>Policy Drafter:</b> Senior Manager, Environmental Management System	<b>Approved by:</b> ADM, RPD	<b>Status:</b> 3.7 Active
<b>Drafter Contact number:</b> 250-812-1106	<b>Date approved:</b> November 2016	<b>Next review date:</b> November 2023

### Document Path:

[Livelihood](#)

## Revision Record

Date	Version	Revision description
Jan 28, 13	1.0	Transferred policy into SSBC Policy template
Mar 21, 13	1.1	Updated document control and missing definitions as discussed.
Mar 27, 13	1.2	Corporate Sustainability Dept. reviewed and updated policy
Mar 28, 13	1.3	Review of updates
Sept 18, 13	2.0	Final Review
Oct 23, 13	2.0	Policy Approved
Apr 10, 14	2.1	Change IWS to RPD. Clarify Application re: owned, leased, maintained. Minor edits.
Oct 29, 14	2.2	Policy owner changed to REBS, minor edits
Oct 29, 15	2.2	Policy Review
Jul 31, 16	2.2.1	Re-drafting by cross-divisional "GO-Team" representing all Branches
Nov 10, 16	3.0	Policy Approved

Jun 07, 17	3.0	Branding updated
Dec 07, 17	3.1	Policy Review
Jun 18, 18	3.2	Addition of text to align with ISO 14001:2015
Dec 12, 18	3.3	Minor edits to Policy Statements
Nov 5, 19	3.4	Minor edits to Policy Statement 4.9
Jan 29, 21	3.5	Minor edits to Policy Statements 4.11; order of Policy Statements 4.4 and 4.5 revised
Feb 4, 22	3.6	Addition of Overview 2.1; minor word edits to Overview and Policy Statements 4.4, 4.5, 4.7
Dec 15, 22	3.7	Minor edits to Overview, Policy Statements 1, 6, 7, 10, and Evaluation and Review

# 1. Title:

Environmental Stewardship Policy

## 2. Overview:

The context for this policy is as follows:

- 2.1 Environmental stewardship is the preservation and enhancement of assets and resources, entrusted to RPD, in an environmentally responsible manner.
- 2.2 Environmental imperatives derived from The Natural Step Framework<sup>1</sup> drive the need to enhance environmental stewardship and sustainability for present and future generations.
- 2.3 Environmental imperatives influence human health and safety.
- 2.4 Effective environmental stewardship of government facilities is a key component of the ministry's vision to provide innovation, value and service excellence to the public service and citizens of BC.
- 2.5 Division-wide responsibility for environmental stewardship is a key component of Real Property Division's (RPD) strategic plans, policies and strategies.
- 2.6 RPD will enhance environmental stewardship and sustainability through the proactive management of its activities and operations, on behalf of and in conjunction with other stakeholders.
- 2.7 RPD may transfer responsibility to external parties, including outsourced property management Service Providers<sup>2</sup>, and must retain ultimate accountability for environmental stewardship.

---

<sup>1</sup> The [Natural Step Framework](#) is a well-recognized industry resource that was developed by a not-for-profit organization. The Framework includes System Conditions of a Sustainable Society that considers the impact of resource extraction and material production on the natural ecosystem and on social vitality.

<sup>2</sup> An outsourced property management service provider is a private-sector organization which provides property management services to RPD and its clients under a contractual relationship.

### 3. Purpose:

To outline requirements that ensure the delivery of sustainable real estate services by RPD that address environmental stewardship imperatives such as climate action and risk mitigation.

### 4. Policy Statements:

To provide assurance that its environmental stewardship commitments are upheld, RPD business operations shall be managed by RPD staff in consideration of the following:

- 4.1 Compliance with applicable legislation, regulations and other environmental commitments (e.g. policies, standards).
- 4.2 Protection of the environment, including pollution prevention and ecosystem restoration, underpin environmental stewardship efforts.<sup>3</sup>
- 4.3 Participation as a learning and leading organization in collaboration with other organizations and jurisdictions.
- 4.4 Strategic Leadership Team upholds and maintains accountability for environmental management responsibilities.
- 4.5 RPD employees are responsible for comprehending and fulfilling environmental management roles and responsibilities.
- 4.6 Products and services that uphold environmental stewardship are solicited, internally promoted, shared, and/or incented.<sup>4</sup>
- 4.7 Environmental requirements and expectations are explicitly and clearly identified in all legal contracts and agreements with contractors, consultants, clients, landlords and other interested parties.
- 4.8 RPD and its property management Service Providers maintain an ISO 14001 registered Environmental Management System, which will be continually improved to enhance environmental performance.

---

<sup>3</sup> This policy statement is delivered within the context of RPD's Triple Bottom Line framework.

<sup>4</sup> Incentives can include, for example, rewards for clear standards of performance and/or environmentally-minded vendors.

- 4.9 Information related to environmental management must be accessible, effectively communicated and easily identifiable by interested parties, as appropriate.
- 4.10 Environmental stewardship must be integrated within decision-making processes balanced with economic and social considerations.
- 4.11 Client initiatives that positively affect building performance and reduce environmental impact are supported within the context of RPD's mandate.

## 5. Application:

This policy applies to the business activities and processes undertaken by all RPD branches and departments. This policy applies to the entire portfolio under RPD management responsibility, i.e., owned, leased, and maintained. Resources, reference materials and other support for applying the policy are available from the RPD [Environmental Stewardship](#) intranet site.

## 6. Evaluation and Review:

The following practices ensure rigorous and routine evaluation and review of environmental practices:

- 6.1 Environmental Management Monitoring and Reporting Program
- 6.2 Environmental Management System (EMS) Management Review
- 6.3 Annual review of the EMS elements
- 6.4 Sustainability Assessments
- 6.5 Maintenance of ISO 14001 registration of the RPD EMS