



Social Stewardship Policy

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



Real Property
Division



Document Control

Policy Application Lead: Director, Corporate Sustainability	Policy Owner: ADMO	Version: 1.2
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Document Path:

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Revision Record

Date	Version	Revision description
June 2, 2020	1.0	Approved policy.
March 10, 2022	1.1	First annual review of policy.
January 27, 2023	1.2	Second annual policy review. Minor grammatical change – no core content added or revised.

1. Title

Social Stewardship Policy

2. Overview:

The context for this policy is as follows:

- 2.1** Social imperatives derived from ISO 26000: Guidance on Social Responsibility drive the need to enhance social stewardship within the Real Property Division (RPD).
- 2.2** Social imperatives are linked to human health and safety.
- 2.3** Social stewardship encourages improvement within the ISO 26000 social responsibility core subjects of organizational governance; human rights; labour practices; the environment; fair operating practices; consumer issues; and community involvement and development while minimizing the negative impacts of RPD's decisions and activities.
- 2.4** In concert with environmental and financial stewardship, social stewardship is of equal importance to upholding RPD's overall triple bottom line interests. As social norms and mandates evolve, management of social stewardship activities must also evolve to align with financial and environmental management practices.
- 2.5** RPD is responsible for moving forward on guiding acts and principles related to the social well-being of British Columbians, such as but not limited to health and safety, accessibility, diversity and inclusion, and Indigenous reconciliation.

3. Purpose:

To outline requirements that ensure the delivery of sustainable real estate services by RPD that address social stewardship imperatives.

4. Policy statements:

To provide assurance that the organization's social stewardship commitments are upheld, RPD staff will manage business operations in consideration of the following:

- 4.1** Compliance with applicable legislation and other commitments (e.g., policies and standards).

- 4.2** Social stewardship is a division-wide responsibility and is integrated within decision-making processes equally with environmental and economic imperatives.
- 4.3** Each RPD employee is responsible for comprehending and fulfilling social stewardship roles and responsibilities.
- 4.4** In alignment with the RPD Strategic Plan, each branch will review its own roles, responsibilities and practices related to social stewardship and endeavour to continually improve.
- 4.5** RPD commits to engage with all partners to make decisions and pursue activities that intentionally enhance social stewardship.
- 4.6** RPD may transfer responsibility to external parties, including outsource facility management service providers, and must retain ultimate accountability for RPD's social stewardship. Where RPD transfers responsibility, management controls will be established to ensure RPD accountability.
- 4.7** Where possible, the following will be implemented:
 - 4.7.1** Products and services that uphold social stewardship are solicited, promoted, shared, and/or incentivized;
 - 4.7.2** Social stewardship considerations are embedded in legal contracts and agreements with contractors, clients, landlords, Indigenous Peoples, and other interested/affected parties;
 - 4.7.3** Information related to social stewardship is accessible, effectively communicated and easily identifiable;
 - 4.7.4** Client initiatives that encourage improvement in ISO 26000 core subjects and reduce negative social impacts are supported within the context of RPD's mandate.
- 4.8** Social stewardship is most effective when managed within a formal management system. In formalizing social stewardship efforts, RPD will align its work with ISO 26000.

5. Application:

This policy applies to the business activities and processes undertaken by all RPD branches, and includes contracted services, agreements, and assets. It applies to the entire portfolio under RPD's responsibility, i.e., owned, leased, and managed.

6. Evaluation and review:

The following are suggested practices to ensure rigorous and routine evaluation and review of social stewardship:

- 6.1** Annual review of the RPD Social Stewardship Policy and sign-off by the

Strategic Leadership Team.

- 6.2** Develop a social stewardship management system with social stewardship management criteria aligned with ISO 26000.
- 6.3** Quarterly Management Reviews (with Environmental Management) of Social Stewardship Management System.