

**CÉGEP HERITAGE COLLEGE  
POLICY #38**

**CONCERNING  
ENVIRONMENTAL MANAGEMENT**

**COMING INTO FORCE:** June 14, 2011

**REVISED:**

**ADMINISTRATOR:** Director of Building and Computer Services/Computer Services

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# CÉGEP HERITAGE COLLEGE POLICY #38 CONCERNING THE ENVIRONMENT

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## ARTICLE 1

### Purpose

Cégep Heritage College considers that it has a responsibility to establish guidelines and actions that will make the College a more energy efficient and eco-responsible post-secondary educational establishment. The efforts towards sustainable development will contribute to lay the foundations for Cégep Heritage College to become an exemplary institution in environmental protection for current and future generations.

## ARTICLE 2

### Scope

Cégep Heritage College is firmly determined to implement concrete actions that will improve its environmental management while remaining compliant with all College Policies and Procedures already in place.

The interventions will specifically target:

- Awareness and training of the College community
- Environmental education
- Energy control
- Water management and conservation
- Air quality improvement
- Sustainable waste management
- Sensible management of hazardous materials
- Eco-responsible landscaping
- Environmentally responsible purchasing guidelines
- Environmentally conscious cafeteria services
- Monitoring of environmental situation
- Establishment of an Action Committee to coordinate projects related to this Policy

## ARTICLE 3

### Application

This policy applies to the entire Cégep Heritage College community including its affiliated campus in Campbell's Bay, QC.

## ARTICLE 4

### Provisions

#### 4.1 Training

Building and Computer Services, in partnership with Academic Services and Human Resources, will support the emergence of projects and activities related to this policy.

#### 4.2 Awareness

The College, through the Action Committee, will put in place programs and informative activities to initiate an eco-civic behaviour, thus improving the quality of life within the institution and its surrounding community.

#### 4.3 Management

Each Department has the obligation to apply the fundamental principles of healthy environmental management (re-use, reduce and recycle).

More specifically, Building and Computer Services will take action in the following areas:

##### 4.3.1 Goods and services

As a matter of priority, the College will aim to reduce waste at the source by purchasing and using recycled, recyclable and reusable products or products permitting reduction (concentrated products). Furthermore, the College will, when possible, identify its preferences for local or regional goods while adhering to its current procurement policy.

##### 4.3.2 Energy and resources conservation

The College is committed to making informed choices regarding energy sources and resources. More specifically, the College signed a contract with the aim of implementing a project that will improve the College's energy efficiency while generating some financial savings (*Contrat de services éconergétiques*).

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### 4.3.3 Air quality

The College is committed to improving interior and exterior air quality by diminishing the sources of air pollution thus insuring the comfort, health and safety of all members of its community.

### 4.3.4 Waste management

The College is committed to implementing, coordinating and advertising activities aimed at reducing, recycling and composting its residual waste.

### 4.3.5 Hazardous materials management

The College is committed to handling hazardous materials in accordance with its Policy, Procedures and any other known Laws regulating this topic by implementing the following:

- Limit the acquisition of hazardous materials to a minimum by substituting current product with less toxic products when available and equivalent
- Regulate the use of hazardous materials with regularly updated control protocols, as well as re-use and recycle such materials when possible
- Regulate the use of organic and medical materials
- Dispose of inorganic, organic and hazardous waste in a way that is safe for people and the environment

### 4.3.6 Grounds maintenance

The College is committed to maintaining its grounds and improving its landscape by maximally reducing the use of toxic chemicals when environmentally friendly products are available and equivalent. This also applies to winter season grounds maintenance.

### 4.4 Terms of application

The Building Manager will hold annual environmental audits in compliance with terms from *Cégep Vert* to determine whether the environmental health of the institution is improving according to its own economic, social and administrative objectives. The College will check if the objectives were met and initiate any necessary corrective measure(s) to ensure a constant improvement.

## ARTICLE 5 Roles and Responsibilities

Building and Computer Services, through the Building Manager, Computer Services Manager and in partnership with Academic Services, is responsible for the implementation of this policy.

## ARTICLE 6 Revision

This policy will be revised as needed.

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### Related Document(s)

- *Cégep Heritage College Policy #30 regarding Purchasing<sup>1</sup>*

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<sup>1</sup> *Copies of this document are available from Building Services and in the shared folders.*