



PROCEDURE

FA-014

ENVIRONMENTAL STANDARDS FOR FACILITY OPERATIONS AND MAINTENANCE	
Superintendent Responsible: Superintendent of Business & Treasurer	Initial Effective Date: 2015/01/26
Last Updated: 2023/03/20	Next Review Date: 2027/03/22

Purpose

To provide guidance with respect to environmental standards for Grand Erie District School Board (Grand Erie) facilities.

Guiding Principles

The Grand Erie District School Board’s (Grand Erie) Environmental Standards for Operations and Maintenance illustrates Grand Erie’s commitment to green and healthy facilities and provides an overview of the targets and guidelines for operating our facilities in a manner that is environmentally friendly and healthy. The Environmental Standards for Facility Operations and Maintenance illustrates Grand Erie’s commitment to green and healthy education facilities.

Standards for Facility Operation	Standard for Facility Maintenance
Waste Management	Energy Conservation/Building Automation Systems
Hazardous Waste	Purchasing Equipment
Green Clean	Waste Minimization
Water Conservation	School Ground Greening
Environmental Education	

A list of action items for achieving our Environmental Standards for Facility Operations and Maintenance is attached as Appendix A and B.

Reference(s):

- Environmental Standards for Facility Operations and Maintenance Policy (FA-014)
- Disposal of Surplus Damaged or Obsolete Furnishings and Equipment Procedure (FA-012)
- *Ontario Regulation 102/94*
- *Ontario Regulation 170/03*
- *Ontario Regulation 243/07*
- *Waste-Free Ontario Act.*
- *Ontario Environmental Protection Act*
- *Safe Drinking Water Act*
- *Ontario Green Energy Act.*
- Purchasing Policy (FA-06),
- Purchasing Procedure (FA-006),

Appendix A

Guidelines for Achieving our Environmental Standards for Facility Operations

1.0 Waste Management

- Grand Erie will, where possible, aim to reduce, reuse and recycle waste materials in all departments, schools and facilities.
- Grand Erie will conduct waste audits at a minimum of one elementary and one secondary school each school year. Based on audit results, a reduction plan will be developed and posted at all board facilities. This is in accordance with *Ontario Regulation 102/94*.
- Grand Erie will support, wherever possible, initiatives and programs to divert materials from disposal in landfills by encouraging the reuse and recycling of items. Programs such as E-waste and battery recycling are examples of these initiatives. Disposal of Surplus Damaged or Obsolete Furnishings and Equipment Procedure (FA-012) guides the disposal of such items.
- Grand Erie will comply with the *Waste-Free Ontario Act*.

2.0 Hazardous Waste

- Grand Erie is committed to the safe and environmentally friendly management of all hazardous waste generated through curricular activities and facility processes.
- Grand Erie recognizes the importance of proper management and disposal of hazardous waste and compliance with legislative requirements (*Ontario Environmental Protection Act*), statues, by-laws and procedures.
- Hazardous waste collection will be done each June where school employees will be responsible for completing the Hazardous Waste Inventory Forms and submitting to Facility Services.
- Examples of hazardous wastes created within our facilities include:
 - Chemicals, minerals, radioactive wastes, specimens, aged or obsolete chemicals.
 - Paints, wood, metal, chemical and construction wastes generated through technology.
 - Chemicals and supplies used in photo processing.
 - Oil, paints, solvents and lubricants used within auto technology programs.
 - Fluorescent Light tubes.

3.0 Green Cleaning

- Grand Erie is committed to using the most human and earth friendly products which leave the least negative impact on the building occupants and the environment.
- Through a management program, Grand Erie will:
 - continue the green clean program
 - strive to use certified green products through standards, such as: Forest Stewardship Council, EcoLogo, GreenSeal and GreenGuard
 - For all products without green certifications, we are committed to considering and evaluating chemical contents and composition, including consideration of pH levels and raw materials used.
 - include Green Cleaning product specifications in all requests for proposal and tenders issued for cleaning products

4.0 Water Conservation

- Grand Erie is committed to the protection of our local watersheds and resources.
- Grand Erie recognizes the importance of water conservation and will seek to identify opportunities to reduce water consumption while promoting efficient use of water among employees, students and school community.
- Grand Erie is committed monitoring and measuring potable water quality and consumption. This is in accordance with *Ontario Regulation 170/03 and 243/07*, made under the *Safe Drinking Water Act*.

5.0 Environmental Education

- Refer to Grand Erie's Environmental Education and Stewardship Policy (FA-14)

Appendix B

Guidelines for Achieving our Environmental Standards for Facility Maintenance

1.0 Energy Conservation/Building Automation System

- Grand Erie will consider renewable energy options, when economically feasible, as a way to minimize the building's environmental impact.
- Grand Erie will strive to conduct annual energy audits, which will include saving and cost analysis. Based on audit results, a reduction plan may be developed in order to identify energy saving opportunities and trends of inefficiency. This is in accordance with the *Ontario Green Energy Act*.
- Grand Erie supports the ongoing accountability and optimization of building energy performance and identifies opportunities for additional energy-saving investments through their Building Automation System (BAS).
- Grand Erie's BAS monitors and controls the performance of mechanical equipment and major building systems, including heating, cooling, ventilation, and lighting, regulating indoor comfort and conditions during occupied and unoccupied times.
- Through the BAS, information is collected and stored in order to make informed decisions regarding the building's operations and potential energy-savings.
- Grand Erie supports the purchase and installation of energy-efficient equipment, where feasible.

2.0 Purchasing Equipment

- Grand Erie's Maintenance Department is committed to adhering to Purchasing Policy and Procedure (FA-06, FA-006), specifically the subsection titled *Environment Protection*.

3.0 Waste Minimization

- Grand Erie's Maintenance Department must, where possible, aim to reduce, reuse and recycle waste materials.
- Grand Erie is committed to the safe and environmentally friendly management of all hazardous waste generated through curricular activities and facility processes.

4.0 School Ground Greening

- Grand Erie will strive to provide school grounds that are safe, functional, maintainable, aesthetically pleasing and environmentally responsible.
- Grand Erie's Maintenance Department must, where possible, partner with School's Administrator, staff, parents and local community to support, design and implement school ground greening projects, enhancements and rehabilitations.
- School Ground Greening projects will increase educational opportunities related to the Ontario Curriculum; encourage active, passive and learning spaces; improvements to the safety, comfort and aesthetics; and/or contribute to greening and environmental initiatives. Projects include, but are not limited to, tree planting, outdoor classrooms, shade areas/structures, creation of gardens, sports areas and passive play areas.