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Parent Policy: [Health, Safety, and Environment Policy](#)

Program Evaluation

Assignment of Accountability

Office of Administrative Responsibility:	Health, Safety and Environment
Approving Authority:	Associate Vice-President (Human Resources, Health, Safety and Environment)

Purpose

Measurement of health, safety, and environment performance is fundamental to continuously improving workplace environment, health and safety programs. Evaluation tools include Audits, Perception Surveys, statistical analysis of incidents, and annual review of Health, Safety, and Environment plans.

The purpose of this document is to ensure continuous improvement of health, safety, and environment practices in the workplace through program evaluation. Senior Administrators are responsible for overseeing and participating in program evaluation strategies in their respective Units.

Definitions

The attached definitions table outlines the terms used in this policy document and any specific rules of interpretation that apply.

Scope

Compliance with this policy document extends to all academic staff, administrators, colleagues and support staff as outlined and defined in the *Recruitment Policy*; undergraduate and graduate students and post-graduate learners; emeriti; members of the Board of Governors; visitors to campus, including visiting speakers and scholars; third party contractors; and volunteers.

Accountabilities

1. Senior administrators must demonstrate commitment to the program evaluation process through the following:
 - a. provide support and allocate resources for program evaluation.
 - b. determine opportunities for program improvement and develop Health, Safety, and Environment plans based on evaluation findings.

Definitions

<i>Any definitions listed here apply to this policy document only with no implied or intended institution-wide use. For clarity, defined terms listed here include grammatical variations thereof.</i>	
Audit	The systematic and documented process for obtaining evidence and evaluating it objectively to determine the extent to which criteria are fulfilled.
Health, Safety, and Environment Plan	A set of goals and objectives for the purpose of continuously improving health, safety, and environment programs.
Perception Survey	Feedback collected directly from employees at all levels of the organization, providing a leading set of indicators of program quality and effectiveness.
Senior Administrator	President, Provost, Vice-President, Vice-Provost, Deputy Provost, Associate Vice-President, Dean, General Manager, Chief of Staff, Chair, Director.
Unit	Entities that are part of the legal entity "The Governors of the University of Alberta." This would include faculties, departments, schools, operational units such as parking services and housing and food services, academic centres and institutes, and some affiliated centres and institutes.

Parent Policy Suite

- [Health, Safety, and Environment Policy](#)
- Program Evaluation Assignment of Accountability
- Program Evaluation Procedure

Related Policy Documents

- There are no related policy documents for this document.

Related Links

- There are no related links for this document.

History

- November 15, 2015 Approved
- October 28, 2022 Editorial amendment.
- March 23, 2025 Editorial amendment. Links

*For questions surrounding policy document interpretation or implementation,
please contact the Office of Administrative Responsibility.*

The official version of this document may be obtained from <https://www.ualberta.ca/policies-procedures/index.html>