

Provincial Update on Auditor General Recommendations

Department of Environment

AS OF OCTOBER 31, 2012

Since 2009, the Office of the Auditor General (OAG) has made 17 recommendations to the Department of Environment, in efforts to improve government for the people of Nova Scotia. The Department has made every effort to address these recommendations. Of the 17 recommendations made, 9 have already been completed, and 8 are in progress.

Recommendations assigned to Department of Environment:

| Department of Environment | Complete | Work In Progress | Action no Longer Required | Do not Intend to Implement | Total Recommendations |
|--|----------|------------------|---------------------------|----------------------------|-----------------------|
| June 2010 | | | | | |
| Chapter 3: Environment: Management of Contaminated Sites | 9 | 8 | | | 17 |
| Total | 9 | 8 | - | - | 17 |
| Percentage | 53% | 47% | 0% | 0% | 100% |

Recommendations in Detail:

| Month & Year | Chapter | Recommendation | Status | Brief summary of actions taken |
|--------------|---------|----------------|----------|---|
| June 2010 | 3 | 3.1 | Complete | Contaminated Sites Regulations have been approved and will be effective July 2013. NS Environment is ensuring sites that are known to be or likely to be contaminated are appropriately assessed and the risks appropriately addressed by requiring: <ul style="list-style-type: none"> • Notification of contamination, • Assessment of risk, and • Risks addressed within 2 years. |

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| June 2010 | 3 | 3.2 | Work in Progress | <p>The Contaminated Sites Regulations require persons responsible to notify NS Environment of contamination and, through supporting documents currently under development, identify the type and extent of the contaminants found, and remedial plan required for resolution.</p> <p>Most sites can be managed within NS Environment under the new program. If there are unacceptable risks that can't be managed by the program, the department will report this to Cabinet along with possible solutions.</p> |
| June 2010 | 3 | 3.3 | Complete | <p>Time frames have been developed as guidance for inspection staff to follow up on outstanding reports to ensure that movement towards site closure is progressing. Existing Activity Tracking System enables staff to schedule reminders that a follow up report is anticipated.</p> |
| June 2010 | 3 | 3.4 | Work in Progress | <p>Existing Activity Tracking System can track reports and set time frames for review. Reports can be generated for management to ensure time frames are being met. Time frames will be established by July 2013 and the expectations communicated to management and staff.</p> |
| June 2010 | 3 | 3.5 | Work in Progress | <p>The Department intends to establish a prioritization process to identify high risk contaminated sites during the supporting documentation development for the Contaminated Sites Regulations. The prioritization process will be completed by July 2013.</p> |

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| June 2010 | 3 | 3.6 | Work in Progress | Supporting documentation for the Contaminated Sites Regulations is expected to include a process for determining departmental response once notifications are made and may include site visits to verify information reported by site professionals. The supporting documentation will be completed by July 2013. |
| June 2010 | 3 | 3.7 | Complete | The Department is accomplishing this by specifically identifying qualifications for site professionals in the Contaminated Sites Regulations. This includes requirements for valid and subsisting certificates of registration or license to practice under the Geoscience Profession Act or the Engineering Profession Act. Appropriate education and work experience must be attained before being granted license to practice by these associations. |
| June 2010 | 3 | 3.8 | Work in Progress | Standardized processes and forms are being developed to support the Contaminated Sites Regulations. The processes and forms will be completed by July 2013. |
| June 2010 | 3 | 3.9 | Complete | Divisional Operating Procedures on Compliance Promotion and Enforcement were developed which include consultation with the Compliance and Enforcement Coordinator and District Manager. In addition, the Activities Tracking System sends email alerts to the Compliance and Enforcement Coordinator for key stages in enforcement activities. |

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| June 2010 | 3 | 3.10 | Complete | An approved Divisional Operating Procedure exists on File Management. Inspector Specialists submit files to District Managers with recommendations for closure. District Managers are responsible for reviewing, signing and dating these files as part of the file management process. |
| June 2010 | 3 | 3.11 | Complete | An approved Divisional Operating Procedure exists on File Management. The Quality Assurance Review component includes time standards for the inspection of a complaint or notification by inspector and for district manager review of closed files. |
| June 2010 | 3 | 3.12 | Complete | The Department developed and approved Divisional Operating Procedures for the Activity Tracking System (ATS) and made enhancements to ATS. |
| June 2010 | 3 | 3.13 | Work In Progress | After implementation of the new contaminated sites regulations, and a sufficient number of contaminated sites files have been managed under the new program (July 2014), the Quality Assurance/Quality Control program will be used to assess the contaminated sites program files. |
| June 2010 | 3 | 3.14 | Complete | The Department has developed and implemented the Development and Accountability Model and associated training programs, including training and supervision for new inspectors. |

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| June 2010 | 3 | 3.15 | Complete | The Department had developed and implemented the Development and Accountability Model and associated training programs. |
| June 2010 | 3 | 3.16 | Work in Progress | Supporting documentation for the Contaminated Sites Regulations is being developed which will include a performance measurement and evaluation component. This will inform the objectives of the program and the responsibilities. The supporting documentation will be completed by July 2013. |
| June 2010 | 3 | 3.17 | Work in Progress | A contaminated sites inventory system (CSIS) will be developed as an integral component of the contaminated sites management system. The inventory system will be completed by July 2013. |