

**SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY**

**SAULT STE. MARIE, ONTARIO**



**SAULT  
COLLEGE**

**COURSE OUTLINE**

<b>COURSE TITLE:</b>	Inspection and Compliance		
<b>CODE NO. :</b>	NRL220	<b>SEMESTER:</b>	W
<b>PROGRAM:</b>	Natural Resources - Law		
<b>AUTHOR:</b>	R. L. Stewart		
<b>DATE:</b>	Dec 2015	<b>PREVIOUS OUTLINE DATED:</b>	May 2014
<b>APPROVED:</b>			
	Colin Kirkwood Dean		Dec 2015 DATE
<b>TOTAL CREDITS:</b>	3		
<b>PREREQUISITE(S):</b>	NONE		
<b>HOURS/WEEK:</b>	3		

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***For additional information, please contact Ryan Namespetra,  
Environment/Design/Business***

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<b>I.</b>	<b>COURSE DESCRIPTION:</b> This course focuses specifically on inspection and compliance monitoring sections of Provincial and Federal legislation, and includes topics relating to designing an inspection and compliance plan, choosing appropriate sampling techniques and deciding on documentation requirements. The application of recent due diligence court decisions will be analyzed both from a government, First Nations and private industry perspective
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<b>II.</b>	<b>LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:</b>
	Upon successful completion of this course, the student will demonstrate the ability to:
1.	<b>Display a knowledge of Ontario’s Investigation Inspection and Enforcement Compliance Code of Professionalism</b>
	<p><u>Potential Elements of the Performance:</u></p> <ul style="list-style-type: none"> <li>• Understand the impact of inspection activities on clients, businesses and plant operations</li> <li>• Understand the powers related to and the consequences of inspection and enforcement actions</li> <li>• Develop a level of expertise related to timely and thorough public and customer response.</li> <li>• Understand the importance of preparation and safety related to inspection site visits.</li> </ul> <p><i>This learning outcome will constitute approximately 5% of the course’s grade</i></p>
2.	<b>Display a strong knowledge of Canadian and Ontario Environmental Control Legislation in context of inspection activities.</b>
	<u>Potential Elements of the Performance:</u>

	<ul style="list-style-type: none"> <li>• Review and interpret several Federal and Provincial Acts and Regulations</li> <li>• Understand the enforceability of policy, guidelines, permits, orders, and approvals conditions</li> <li>• Review and understand the 'due diligence' concept in the environmental law context</li> <li>• Develop and understand compliance monitoring techniques such as self audit, targeted sector inspections, timed inspections, random visit inspections and priority based inspection protocols</li> <li>• Use appropriate abatement tools to address non compliant clients</li> </ul> <p><i>This learning outcome will constitute approximately 35% of the course's grade</i></p>
3.	<p><b>Display a competent knowledge of inspection compliance activities issues and duties related to Canadian and Ontario Environmental Legislation.</b></p>
	<p><u>Potential Elements of the Performance:</u></p> <ul style="list-style-type: none"> <li>• Guest speakers from Ontario Ministry of the Environment and/or Ontario Ministry of Labour and native organizations</li> <li>• Discussion of the actual inspection job duties and current thoughts &amp; trends in the field of inspections services</li> <li>• Discussion of risk based approach to setting inspection priorities.</li> <li>• Review various media sampling techniques</li> </ul> <p><i>This learning outcome will constitute approximately 10% of the course.</i></p>
4.	<p><b>Display a strong knowledge of the media type of inspections which are undertaken by Federal and Provincial agencies.</b></p>
	<p><u>Potential Elements of the Performance:</u></p> <ul style="list-style-type: none"> <li>• Review and interpret inspections related to several media types.</li> <li>• Sites including PCB's Storage sites, Hazardous waste Storage, Drinking Water Treatment Plants, Domestic Waste Water Treatment plants, Industrial Waste Water Treatment Facilities, Industrial Waste Disposal Sites, Municipal Waste Disposal sites, Air Emission Control facilities, Ozone Depleting Substance sites, Recycling facilities, Pesticides storage and operator sites and Nutrient Management Act activities</li> </ul> <p><i>This learning outcome will constitute approximately 25 % of the course's grade</i></p>
5.	<p><b>Design, complete and follow-up inspection reports related to environmental sector clients.</b></p>

		<p><u>Potential Elements of the Performance:</u></p> <ul style="list-style-type: none"> <li>• Understand the need and processes to fully document findings</li> <li>• Understand and access inspectors handbook and guide such as the Ontario Forest Compliance Handbook</li> <li>• Use photos and videos during inspections</li> <li>• Develop competent oral and written communication skills to ensure appropriate client understanding and responses</li> <li>• Determine appropriate follow up to ensure compliance issues are dealt with in a timely manner</li> <li>• Present and defend a presentation on a site visit and inspection</li> </ul> <p><i>This learning outcome will constitute approximately 25 % of the course's grade</i></p>
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<b>III.</b>	<b>TOPICS:</b>
1.	Code of Professionalism & safety during inspection activities
2.	Powers of a Provincial Officer – Inspection and Investigation
3.	Compliance policies such as F7
4.	Record Reviews – Computers Logs
5.	Voluntary and Mandatory Environmental Compliance
6.	Report Content & Writing
7.	Public and client access to inspections results
8.	Sampling and chain of custody elements
9.	Client Inspection selection and priority processes
10.	Inspection Follow up practices
<b>IV.</b>	<p><b>REQUIRED RESOURCES/ TEXTS/ MATERIALS:</b></p> <ul style="list-style-type: none"> <li>• Course Handouts</li> <li>• Power Point Presentations –R.L. Stewart and others</li> <li>• Websites such as:</li> </ul> <p><a href="http://www.canadianinstitute.com/2011/202/environmental-law--regulation-in-ontario">http://www.canadianinstitute.com/2011/202/environmental-law--regulation-in-ontario</a>  <a href="http://www.cela.ca/">http://www.cela.ca/</a>  <a href="http://envirolaw.com/investigation-v-inspection/">http://envirolaw.com/investigation-v-inspection/</a>  <a href="http://www.mnr.gov.on.ca/en/Business/Forests/Publication/STDPROD_066948.html">http://www.mnr.gov.on.ca/en/Business/Forests/Publication/STDPROD_066948.html</a>  and others as referenced in NR220 Course Plan</p>
<b>V.</b>	<p><b>EVALUATION PROCESS/GRADING SYSTEM:</b></p> <p>4 Quizzes (15% each)  1 Presentation (20%)  1 final exam (20%)</p>

The following semester grades will be assigned to students:		
<u>Grade</u>	<u>Definition</u>	Grade Point <u>Equivalent</u>
A+	90 - 100%	4.00
A	80 - 89%	4.00
B	70 - 79%	3.00
C	60 - 69%	2.00
D	50 - 59%	1.00
F (Fail)	49% and below	0.00
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field /clinical placement or non-graded subject area.	
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.	
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.	
NR	Grade not reported to Registrar's office.	
W	Student has withdrawn from the course without academic penalty.	
<b>VI. SPECIAL NOTES:</b>		
<p><u>Attendance:</u>  Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session.</p>		
<b>VII COURSE OUTLINE ADDENDUM:</b>		
<p>.</p> <p>The provisions contained in the addendum located on the portal form part of this course outline, see below.</p>		

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### COURSE OUTLINE ADDENDUM

1.	<p><b><u>Course Outline Amendments:</u></b>          The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.</p>
2.	<p><b><u>Retention of Course Outlines:</u></b>          It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.</p>
3.	<p><b><u>Prior Learning Assessment:</u></b>          Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question. Please refer to the Student Academic Calendar of Events for the deadline date by which application must be made for advance standing.</p> <p>Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.</p> <p>Substitute course information is available in the Registrar's office.</p>
4.	<p><b><u>Accessibility Services:</u></b>          If you are a student with a disability (e.g. physical limitations, visual impairments,</p>

	hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Accessibility Services office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.
5.	<p><u>Communication:</u> The College considers <b><i>Desire2Learn (D2L)</i></b> as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of this Learning Management System (LMS) communication tool.</p>
6.	<p><u>Plagiarism:</u> Students should refer to the definition of “academic dishonesty” in <i>Student Code of Conduct</i>. Students who engage in academic dishonesty will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.</p>
7.	<p><u>Tuition Default:</u> Students who have defaulted on the payment of tuition (tuition has not been paid in full, payments were not deferred or payment plan not honoured) as of the first week of &lt;choose November, March, or June&gt; will be removed from placement and clinical activities due to liability issues. This may result in loss of mandatory hours or incomplete course work. Sault College will not be responsible for incomplete hours or outcomes that are not achieved or any other academic requirement not met as of the result of tuition default. Students are encouraged to communicate with Financial Services with regard to the status of their tuition prior to this deadline to ensure that their financial status does not interfere with academic progress.</p>
8.	<p><u>Student Portal:</u> The Sault College portal allows you to view all your student information in one place. <b>mysaultcollege</b> gives you personalized access to online resources seven days a week from your home or school computer. Single log-in access allows you to see your personal and financial information, timetable, grades, records of achievement, unofficial transcript, and outstanding obligations, in addition to announcements, news, academic calendar of events, class cancellations, your learning management system (LMS), and much more. Go to <a href="https://my.saultcollege.ca">https://my.saultcollege.ca</a>.</p>
9.	<p><u>Electronic Devices in the Classroom:</u> Students who wish to use electronic devices in the classroom will seek permission of the faculty member before proceeding to record instruction. With the exception of issues related to accommodations of disability, the decision to approve or refuse the request is the responsibility of the faculty member. Recorded classroom</p>

<p>instruction will be used only for personal use and will not be used for any other purpose. Recorded classroom instruction will be destroyed at the end of the course. To ensure this, the student is required to return all copies of recorded material to the faculty member by the last day of class in the semester. Where the use of an electronic device has been approved, the student agrees that materials recorded are for his/her use only, are not for distribution, and are the sole property of the College.</p>
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