

# Accreditation Standard

## 1. Background

Section 18 of the *Safety Codes Act* indicates that the Safety Codes Council (*Council*) may, with the consent of the *Minister*, formulate codes and standards for accreditation. Ministerial Order 11/94 gives the *Council* consent to formulate standards for accreditation.

Section 22 of the *Safety Codes Act* indicates that the *Council* may establish and charge *fees* for anything issued or for any service the *Council* provides.

Section 23 of the *Safety Codes Act* indicates that the *Council* may, with the approval of the *Minister*, collect money by a *levy* of assessments on *persons* who apply for or hold certificates, or permits, or register designs and allows the *Council* to require *accredited organizations* to collect the money and remit it to the *Council*.

Section 26 and 27 of the *Safety Codes Act* indicates that on application a *local authority* or *regional services commission* may be designated by the *Minister* as accredited to administer all or part of the *Safety Codes Act* within its boundaries by an order and that terms and conditions may be included in that order and indicates that corrective action may be taken if there is reasonable and probable grounds of non-compliance or any thing constitutes a serious danger or *persons* or property.

Section 28 of the *Safety Codes Act* indicates that on application a corporation may be designated by the *Administrator* as accredited to administer all or part of the *Safety Codes Act* with respect to any or all things to which the *Safety Codes Act* applies that are owned by or are under the care and control of the corporation by an order and that terms and conditions and specific locations and facilities may be included in that order. The *Administrator* may take corrective action if there is noncompliance with the *Safety Codes Act* or terms and conditions.

Section 30 of the *Safety Codes Act* indicates that on application a *person* may be designated by the *Administrator* to provide services pursuant to all or part of the *Safety Codes Act*. These agencies support another *accredited organization*, the *Minister*, or the *Council*.

Ministerial Orders 002/03 and 005/20 delegate accreditation decisions to the *Council*.

Section 39 of the *Safety Codes Act* indicates that a *person* who authorizes, undertakes or supervises a process or activity which the *Safety Codes Act* applies may be required by a written order of an *Administrator* to have and maintain a *quality management system* that meets the requirements of the regulations.

Section 63 of the *Safety Codes Act* indicates that any *person* employed or assisting in the administration of the *Safety Codes Act* shall preserve confidentiality with respect to personal information, as defined in the *Freedom of Information and Protection of Privacy Act*. It also indicates that an *accredited organization* must, on the request of the *Council*, release information to the *Council* with respect to any matter related to the *Safety Codes Act*.

Article 6.2 of the Council Bylaws stipulates that the Board of Directors (Board) is responsible and

accountable for fulfilling all *Council* duties as set out in the *Safety Codes Act*, except the power to approve Bylaws. Article 6.5.3 of the Council Bylaws provide the Board with the ability to delegate to the President and CEO to carry out any responsibilities assigned by the Board.

Article 5.10 of the Delegation to the President and CEO Policy indicates that the President and CEO is responsible for designing, developing, administering, delivering, and evaluating programs and services, which includes accreditation standards.

## **2. Purpose**

The purpose of this standard is to help ensure that the accreditation program is relevant, coherent, efficient, effective, impactful, and sustainable.

## **3. Policy Objective**

The objectives of the accreditation program are:

- Albertans have confidence in and recognize the value of safety codes services provided by *accredited organizations*.
- Albertans are protected with safe buildings, homes, and equipment in accredited jurisdictions.
- Economic prosperity is enabled in communities.
- Albertans receive high-quality services from *accredited organizations*.

## **4. Definitions**

*accredited organization*: means an *accredited agency*, *accredited corporation*, *accredited municipality*, *accredited regional services commission*.

*accredited agency*: means an *accredited agency* as defined in section 1(1)(a) of the *Safety Codes Act*.

*accredited corporation*: means an *accredited corporation* as defined in section 1(1)(b) of the *Safety Codes Act*. The corporation must be a company as defined in section 1(d) of the *Companies Act* that operates a controlled industrial facility, including but not limited to a refinery, mine, power plant, pulp mill, or petrochemical complex, that is not open to the public.

*accredited municipality*: means an *accredited municipality* as defined in section 1(1)(c) of the *Safety Codes Act*, which includes Metis settlements.

*accredited regional services commission*: means an *accredited regional services commission* as defined in section 1(1)(d) of the *Safety Codes Act*.

*Administrator*: means an *Administrator* as defined in section 1(1)(e) of the *Safety Codes Act*.

*Council*: means Council as defined in section 1(1)(i) of the *Safety Codes Act*, which is the Safety Codes Council.

*employee*: means a *person* engaged by the *Council* to perform a service in accordance with an employment agreement.

*fees*: means money that must be paid to the *Council* for anything issued or for any material, information, education program or services the *Council* provides.

*levy*: means money required to be collected by the *levy* of assessments on *persons* who apply for, or hold, certificates or permits or who apply to register, or register, designs, which is collected by an *accredited municipality*, *accredited regional services commission*, *accredited corporation*, or *accredited agency* that issues certificates, permits, or registers designs that must be remitted to the *Council*.

*local authority*: means a *local authority* as defined in section 1(1)(r) of the *Safety Codes Act*, including municipal councils, municipal districts, Métis settlements, board of administrators of a new town, and the Government of Alberta *Minister* responsible for a special area or improvement district.

*Minister*: means *Minister* as defined in section 1(1)(t) of the *Safety Codes Act*.

*municipality*: means a *municipality* established and governed by the *Municipal Government Act* and includes Métis settlements as per section 1(1)(u) of the *Safety Codes Act*.

*owner*: means an *owner* as defined in section 1(1)(v) of the *Safety Codes Act*.

*person*: means a *person* as defined in section 1(w) of the *Safety Codes Act*.

*quality management system*: means *quality management system* as defined in section 1(1)(aa) of the *Safety Codes Act*, with the terms “*quality management system*” and “*quality management plan*” still used interchangeably in practice.

*regional services commission*: means a *regional services commission* as defined in section 1(1)(y.1) of the *Municipal Government Act*.

## **5. Roles and Responsibilities**

- 5.1. The *Council* has been delegated by the *Minister* the discretion on whether or not to grant designations of accreditation and the ability to specify terms and conditions of accreditation for *local authorities*.
- 5.2. The *Administrator* of Accreditation is the *Administrator* that has been delegated by the *Minister* the discretion on whether or not to grant designations of accreditation and the ability to specify terms and conditions of accreditation for corporations and agencies.
- 5.3. *Accredited organizations* are accountable and responsible for the administration of the *Safety Codes Act*, as per their designation as accredited.

## **6. Policy**

### Principles

- 6.1. The principles are those for quality management adopted from the International Organization for Standardization's *ISO 9001:2015 Quality Management Systems – Requirements*:
  - 6.1.1. Customer focus: Customers are at the center of everything.
  - 6.1.2. Leadership: Leaders guide and direct the organization towards its goals.
  - 6.1.3. Engagement of people: *Accredited organizations* and their staff who administer are involved and empowered.
  - 6.1.4. Process approach: Activities and resources are managed as interconnected processes that enable understanding and consistency in meeting requirements.
  - 6.1.5. Improvement: Continuously finding ways to make things better based on evaluation of data and information.
  - 6.1.6. Evidence-based decision making: Making decisions based on data and information rather than intuition or assumptions that include risk-based thinking.
  - 6.1.7. Relationship management: Building and maintaining strong relationships with relevant parties, including Albertans, customers, *accredited organizations*, the *Council*, and the *Minister*, which foster collaboration and help achieve mutual benefits.

### Application for Designation of Accreditation

- 6.2. An application for accreditation must be made in the form and manner satisfactory to the *Administrator* by:
  - 6.2.1. the *local authority* for an application for an *accredited municipality*;
  - 6.2.2. *regional services commission* for an application for an *accredited regional services commission*;
  - 6.2.3. a corporation for an application for an *accredited corporation*; or
  - 6.2.4. an applicant for an application for an *accredited agency*.
- 6.3. An application for accreditation must be signed by:
  - 6.3.1. the delegated representative of the *local authority* if the applicant is a *local authority*;
  - 6.3.2. a director of the corporation or *regional services commission* if the applicant is a corporation or *regional services commission*;
  - 6.3.3. a partner if the applicant is a partnership; or
  - 6.3.4. an individual if the applicant is an individual.
- 6.4. An applicant for an order of accreditation must provide the following with the application:
  - 6.4.1. confirmation of a motion passed from the *local authority* indicating they wish to become accredited, if the applicant is a *local authority*; and

6.4.2. a copy of a written description of the *quality management system*.

#### Order of Accreditation

6.5. The *Administrator* may issue an order of accreditation to an applicant that complies with the *Safety Codes Act*. The order shall be published as required by the *Safety Codes Act*.

6.6. The *Administrator* must indicate in the order of accreditation:

6.6.1. the commencement date for accreditation;

6.6.2. the parts of the *Safety Codes Act* the *accredited organization* is designated to administer;

6.6.3. the geographic boundaries for a *local authority* or *regional services commission*, where the *accredited organization* is designated to administer some or all of the *Safety Codes Act*;

6.6.4. the locations and facilities owned or under the care and control of a corporation where the *accredited organization* is designated to administer some or all of the *Safety Codes Act*;

6.6.5. Terms and conditions, including, but not limited to:

- a) the requirement to have and maintain a *quality management system*; and
- b) the requirement to comply with legislation, regulation, codes, and standards for accreditation.
- c) the requirement to remit levies to the *Council* in accordance with *Ministerial Order* and in the manner, form, and time satisfactory to the *Council*.
- d) the requirement to remit *fees* to the *Council* in the amount, manner, form, and time required by the *Council*.
- e) the requirement to have available certified safety codes officers with designations of powers to provide services within all disciplines listed in the order of accreditation.

6.7. An order of accreditation is effective on the commencement date stated in the order and does not expire.

6.8. An order of accreditation cannot be assigned or transferred to another *person*.

6.9. The *Council*, at any time, may impose new terms and conditions in an order of accreditation.

#### Order of Accreditation Not Issued

6.10. The *Administrator* may refuse to issue an order of accreditation to an applicant if:

6.10.1. the applicant or the applicant's agent makes a false statement or provides false information in the application;



- 6.10.2. the applicant or applicant's agent refuses to provide an application in the form and manner satisfactory to the *Administrator*;
- 6.10.3. the applicant or applicant's agent refuses to provide a written copy of a *quality management system* in the form and manner required by the *Administrator*;
- 6.10.4. the applicant or applicant's agent refuses to submit reports respecting the *quality management system* in the form and manner required by the *Administrator*;
- 6.10.5. the applicant has previously held an order of accreditation for an *accredited organization* that has been suspended or cancelled, including cancelled voluntarily, in the preceding two years;
- 6.10.6. it will create a situation where an *accredited organization* is authorized to administer the same part of this *Safety Codes Act* with respect to the same thing, process, or activity at the same location as a different *accredited organization*<sup>1</sup>;
- 6.10.7. the name on the order of accreditation does not align with the requirements in the *Business Corporations Act's* Business Corporations Regulation for non-prohibited names, including, but not limited to, containing a word or expression in any language that is obscene or indicating that the organization carries on business under governmental patronage approval or authority, unless the appropriate government department or agency consents in writing to the name; or
- 6.10.8. the applicant is a corporation that does not conform to the definition of an accredited corporation as prescribed in this policy.

#### Quality Management Systems

- 6.11. All *accredited organizations* shall comply with the *quality management system* accepted by the *Administrator*.
- 6.12. A written description of the *quality management system* shall:
  - 6.12.1. be provided on the *Administrator's* quality management system form; or
  - 6.12.2. If alternative, risk-based *quality management system* components are suggested, the written description can be provided in any document, provided it contains the information required by the *Administrator*. This option is not available to an *accredited agency*, unless it is delegated authority under the *Government Organization Act's* Boilers Delegated Administration Regulation or Elevating Devices, Passenger Ropeways and Amusement Rides Administration Regulation.
- 6.13. A written description of an alternative risk-based *quality management system* shall contain at a minimum:
  - 6.13.1. Information required by *International Standard 9001:2015 Quality Management*

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<sup>1</sup> This does not prevent orders of accreditation from being varied to change who is authorized to deliver safety codes services within a particular jurisdiction.



*Systems – Requirements* or a similar international standard;

- 6.13.2. Information on how the organization will determine compliance monitoring requirements such as inspections;
- 6.13.3. Information on how the organization will transition the administration of the *Safety Codes Act* from the organization currently accredited to deliver it or the Alberta Safety Codes Authority, if applicable; and
- 6.13.4. A written description of how the *accredited organization* will resolve and manage the closure of the administration of the *Safety Codes Act*, such as outstanding orders and permits that are not completed, if the organization designation as accredited were cancelled.
- 6.13.5. A signature from:
  - a) the agent, who is an employee or elected official, of the *local authority* if the *accredited organization* is a *local authority*;
  - b) a director of the corporation or *regional services commission* if the *accredited organization* is a corporation or *regional services commission*;
  - c) a partner if the *accredited organization* is a partnership; or
  - d) an individual if the *accredited organization* is an individual.

6.14. A *quality management system* must be no more than 5 years old.

6.15. The individual responsible for ensuring compliance with the *quality management system* must be employed by the *accredited organization* and not a contractor unless the Administrator approves an exemption.

#### Levies

6.16. *Levies* are set by Ministerial Order and must be paid at the time and in the manner required by the *Council*.

6.17. An *accredited agency* may remit the *levy* on behalf of an accredited joint municipal, *municipality*, or *regional services commission* for which it is contracted to deliver safety codes services if:

- 6.17.1. written consent is provided by the accredited joint municipal, *municipality*, or *regional services commission* to the *Administrator* in the form and manner satisfactory to the *Administrator*;
- 6.17.2. the *accredited agency* is in good standing with the *Administrator*; and
- 6.17.3. the *accredited agency* has not fallen into arrears in the remittance of the *levy* in the previous year.

#### Fees

- 6.18. *Fees* are set in the Council Fee Schedule: Operations and must be paid at the time and in the manner required by the *Council*.
- 6.18.1. If the agency or corporation becomes accredited after January, their first annual *fees* will be prorated for only the months the organization was accredited in the first year.
- 6.18.2. If the agency or corporation is delegated authority under the *Government Organization Act's* Boilers Delegated Administration Regulation or Elevating Devices, Passenger Ropeways and Amusement Rides Administration Regulation they are exempt from the general accreditation *fees*, but still must pay the annual operating *fees* per technical discipline.

#### Contracts

- 6.19. An *accredited organization* may contract or sub-contract with an *accredited agency* if:
- 6.19.1. the *accredited organization* who is contracting the *accredited agency* is accredited to provide the discipline;
- 6.19.2. the *accredited agency* who is contracted is accredited in the appropriate discipline and has safety codes officers capable of administering the scope and level of the contracted work; and
- 6.19.3. the contractual relationship is reported by the *accredited organizations* to the *Administrator* within 10 business days in a form and manner satisfactory to the *Administrator*;
- 6.20. An accredited organization is ultimately responsible for ensuring their administration of the Act, even if they use contractors, and is vicariously liable for actions or failings for their contractor.

#### Records

- 6.21. *Accredited organizations* must keep records required by the *Administrator* for a period of 3 years after they are created. Records include, but are not limited to:
- 6.21.1. Permit records, such as applications, decisions, variances, and permits;
- 6.21.2. Compliance records, such as inspection reports and compliance monitoring reports; and
- 6.21.3. Enforcement records, such as safety codes officer orders and proof of complying with an order.
- 6.22. *Accredited organizations* must manage the records in accordance with the directions of the *Administrator*.
- 6.23. *Accredited organization* must provide to the *Administrator* in the form and manner required by the *Administrator* no longer than 10 business days after issuance copies of:





- 6.23.1. safety codes officer orders;
  - 6.23.2. written acknowledgement of a safety codes officer order being satisfied;
  - 6.23.3. issued and approved variances, including jurisdiction-wide variances; and
  - 6.23.4. refused variances.
- 6.24. The *Council* may publish, in compliance with the *Freedom of Information and Protection Act*, *quality management systems* that are submitted to it.

#### Reporting

- 6.25. Accredited organizations shall submit reports in the form and manner required by the *Administrator*. These shall include, but are not limited to:
- 6.25.1. Submitting an annual internal review that reports the previous year's activities by March 31 of each year, including data to support the Accountability in Accreditation Framework. The *Administrator* may exempt the *accredited organization* from completing certain portions of the report if the *accredited organization* was audited or provides other similar reporting to the *Minister*.
  - 6.25.2. Data required to be collected and reported to support the Accountability in Accreditation Framework includes, but is not limited to:
    - a) number of permits issued by each discipline accredited by year;
    - b) number of permits closed as non-compliant by discipline accredited by year; and
    - c) number of inspections completed by discipline accredited by year.

#### Notification of Changes

- 6.26. An *accredited organization* must submit an application if they wish to change information related to their order of accreditation, including:
- 6.26.1. the parts of the *Safety Codes Act* the *accredited organization* is designated to administer;
  - 6.26.2. the geographic boundaries for a *local authority* or *regional services commission*, where the *accredited organization* is designated to administer some or all of the *Safety Codes Act*;
  - 6.26.3. the specific locations and facilities owned or under the care and control of a corporation, where the *accredited organization* is designated to administer some or all of the *Safety Codes Act*;
  - 6.26.4. terms and conditions;
  - 6.26.5. changes to the legal status, including ownership or control, of the *accredited organization*;

- 6.26.6. a *quality management system*; or
- 6.26.7. voluntarily cancel the order of accreditation.

#### Notice Required

- 6.27. As per the *Safety Codes Act*, the *Administrator* must give written notice of the *Administrator's* refusal to issue an order of accreditation to an applicant. The *Administrator* must give written notice of cancellation or suspension of an order of accreditation to the *accredited organization*.
- 6.28. The *Administrator* must include reasons for the refusal, suspension, or cancellation in the notice and must advise the *person* to whom the notice is given of the right to an appeal under the appropriate section of the *Safety Codes Act*, how an application for appeal is to be made, the date by which it is to be made, and the address to which it is to be sent.

#### Compliance

- 6.29. The *Council* may make inquiries or investigations the *Administrator* considers necessary regarding an application for an order of accreditation in order to determine whether an order of accreditation should be issued.
- 6.30. The *Council* may review or audit the following at any time:
  - 6.30.1. *accredited organization* operations to determine whether they comply with the *Safety Codes Act*;
  - 6.30.2. *accredited organization* operations to determine whether they comply with their order of accreditation and associated terms and conditions; and
  - 6.30.3. *accredited organization* operations and buildings and structures within their jurisdiction to ensure there is nothing that constitutes a serious danger to *persons* or property.
- 6.31. The *Council* may, by written notice, direct an *accredited organization* or representative of an *accredited organization* to report to a place designated by the *Council* and to discuss with the *person* designated by the *Council* a practice that is, in the *Council's* opinion, not consistent with principles of good administration of the *Safety Codes Act* or is not in accordance with the *Safety Codes Act*, order of accreditation, or its terms and conditions. An *accredited organization* who receives this notice must comply with the direction.

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Corrective Action

- 6.32. If the *Council*, on reasonable and probable grounds, is of the opinion that an *accredited municipality* or accredited *regional services commission* does not comply with the requirements of the *Safety Codes Act* or the terms and conditions of its designation, or any thing, process or activity to be administered by the *accredited municipality* or *accredited regional services commission* may constitute a serious danger to *persons* or property, the *Council* may:
- 6.32.1. request the *local authority* of the *accredited municipality* or board of directors of the *accredited regional services commission* to take action necessary to correct the situation, including, but is not limited to, submitting a new *quality management system* written description;
  - 6.32.2. direct a safety codes officer appointed to undertake the administration of the *Safety Codes Act* in that *accredited municipality* or *accredited regional services commission* as per the *Safety Codes Act*; or
  - 6.32.3. by order, cancel or suspend the *local authority's* or *regional services commission's* designation as an *accredited municipality* or *accredited regional services commission*.
- 6.33. If the *Administrator*, on reasonable and probable grounds, is the of opinion that an *accredited corporation* or an *accredited agency* does not comply with the requirements of the *Safety Codes Act* or the terms and conditions of its designation, the *Administrator* may:
- 6.33.1. request the board of directors of the *accredited corporation* or owners of the *accredited agency* to take action necessary to correct the situation, including, but is not limited to, submitting a new *quality management system* written description; or
  - 6.33.2. by written notice, cancel or suspend the *accredited corporation's* or *accredited agency's* designation as accredited.
- 6.34. The *Council* may request that the Government of Alberta Administrator impose an administrative penalty if the *Council* is of the opinion that the *accredited organization* has failed to comply with or contravened:
- 6.34.1. the requirement to first notify the *Administrator* of a change to a *quality management system*, if it is a type of change which requires notification; or
  - 6.34.2. an order made under the *Safety Codes Act*, which includes the order of accreditation.

### Performance Criteria

6.35. The following outlines the performance indicators and targets for this standard.

	Performance Indicators	Targets
Relevance	Percentage of <i>accredited organizations</i> indicating satisfaction with the accreditation program in the preceding year.	At least 65% of <i>accredited organizations</i> are satisfied.
Coherence	<p>Average percentage of <i>accredited organizations</i> decisions that were revoked or varied during an appeal out of all appeals in the preceding year.</p> <p>Average percentage of <i>accredited organizations</i> decisions that were revoked or varied during an <i>Administrator</i> review out of all reviews in the preceding year.</p>	5% or fewer orders were revoked or varied by the <i>Administrator</i> or administrative tribunal.
Efficiency	Average percentage of <i>owners/contractors</i> satisfied by the timeliness of receiving safety codes services from <i>accredited organizations</i> in the preceding year.	At least 65% of <i>owners/contractors</i> are satisfied.
Effectiveness	<p>Percentage of <i>accredited organizations</i> with no permits issued by each discipline accredited to deliver in the preceding year.</p> <p>Percentage of <i>accredited organizations</i> with no inspections completed by each discipline accredited to deliver in the preceding year.</p> <p>Percentage of <i>accredited organizations</i> cancelled or suspended in the preceding year.</p>	5% or fewer <i>accredited organizations</i> did not provide or stopped providing services.
	Percentage of <i>Council</i> audits of <i>accredited organizations</i> indicating an “unsatisfactory” result out of all the <i>Council</i> audits conducted of <i>accredited organizations</i> in the preceding year.	5% or fewer <i>accredited organizations</i> had unsatisfactory audits.
	Percentage of <i>accredited organizations</i> safety codes officers’ orders not complied with by the due date out of all the orders issued by each <i>accredited organization</i> in the preceding year.	5% or fewer safety codes officers’ orders were not complied with by the due date.
	Percentage of <i>accredited organization’s</i> permits closed as non-compliant out of all permits issued by each <i>accredited organization</i> in the preceding year.	5% or fewer permits were closed as non-compliant.

	<b>Performance Indicators</b>	<b>Targets</b>
	Percentage of the number of times changes have been made to the <i>quality management system</i> that are not administrative in nature (e.g., updating titles, formatting, contact change and not a scope change to add a new service) where the <i>Administrator</i> was provided with a new copy out of all <i>accredited organizations</i> in the preceding year.	All quality management plans are updated at least once every 5 years.
Impact	Percentage of incidents due to equipment and structural <i>Safety Codes Act</i> failures per 100,000 population by accredited jurisdictions in the preceding year.	The percentage of incidents is equal to or less than that in unaccredited areas per 100,000 population.
	Percentage of injuries and fatalities due to equipment and structural <i>Safety Codes Act</i> failures per 100,000 population by <i>accredited organization</i> in the preceding year.	The percentage of injuries and fatalities is equal to or less than that in unaccredited areas per 100,000 population.
	Percentage of <i>owners/contractors</i> satisfied with the service from the <i>accredited organizations</i> in the preceding year.	At least 65% of <i>owners/contractors</i> are satisfied.
	Average value of major construction projects per 1,000 population by accredited jurisdiction in the preceding year.	Average value of major construction projects per 1,000 population are equal to or greater than in unaccredited jurisdictions.
	Average value of building permits per 1,000 population by accredited jurisdiction in the preceding year.	Average value of building permits per 1,000 population are equal to or greater than in unaccredited jurisdictions.
	Percentage of home/property <i>owners</i> who indicate they agree that they have confidence and recognize the value of safety codes services provided by <i>accredited organizations</i> .	At least 65% of <i>owners</i> agree.
Sustainability	Percentage of <i>accredited organizations</i> with access to at least one safety codes officer(s) certified in the activities accredited to deliver in the preceding year.	100% of <i>accredited organizations</i> have access to at least one safety codes officer(s) certified in the activities accredited to deliver in the preceding year.

#### Grandfathering

6.36. All orders of accreditation issued prior to January 1, 2025, remain active until suspended, cancelled or replaced, even if they do not comply with the requirements in sub-section 6.6

### Coming Into Force

6.37. All sections of this standard come into force on January 1, 2025, except sections: 6.6.

6.38. Section 6.6 comes into force on April 1, 2025.

## **7. Related Policies and Procedures**

- Delegation to the President and CEO Policy
- Council Fee Schedule: Operations
- Accountability in Accreditation Framework
- Accreditation Name Change Procedure
- Accreditation Scope Change Procedure
- Application to Become Accredited Procedure
- Update Accreditation Procedure
- Voluntary Cancellation of Accreditation Procedure

## **8. Document Administration**

<b>Owner:</b>	Vice President of Service Excellence
<b>Approved By:</b>	President and CEO
<b>Authority:</b>	Article 5.10 of the Delegation to the President and CEO Policy
<b>Approved Date:</b>	November 20, 2024
<b>Effective Date:</b>	January 1, 2025

## **9. Document History**

Date	Notes
January 1, 2021	New policy: replaces Council policy 1.10 Agency to Agency Contracting, 1.130 General, 1.20 Municipal Accreditation, 1.30 Corporate Accreditation, 1.40 Agency Accreditation and 1.50 <i>Regional services commission</i> Accreditation.
November 20, 2024	Changes to align with legislation, enable alternative <i>quality management systems</i> , implement an accountability framework, and create requirements for appropriate names for <i>accredited organizations</i> .
August 25, 2025	Update to the definition of accredited corporation. Changes to





	improve clarity of language and fix typographical errors.
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