



Science Advisory Board for Contaminated Sites in British Columbia

POLICY 4: Distribution and Access to Documents

Excerpt from Terms of Reference

“Reporting and Consultation

The SAB regularly publicly reports on the nature of scientific studies in progress, and endeavors to expedite the publication of completed studies within two years of completion within limitations imposed by [confidential or privileged information] 4.0 above. Each year an annual report of the activities of the SAB is made available publicly.

In keeping with principles of openness and inclusivity, whenever possible and normally after reports of studies are completed and technical reviewed, the SAB invites comment and suggestions. Many projects such as those involving development of science based tools procedures and assessment protocols will involve extensive consultation with stakeholders and practitioners while in progress.

Normally reporting will be electronic through a web site and list serve established by the Board”.

Best Practice Policy Statements

1. During development of advice on matters of importance to the Contaminated Sites community in British Columbia, input will be sought in a variety of ways including the SAB and government and other stakeholder (RSC) list serves and websites.
2. The drafting of reports and advice may involve consultation through focus groups, and/or extended expert involvement through virtual content management forums.
3. Normally, and when confidentiality considerations do not apply, the scientific analysis and scientific soundness of recommended tools, standards, protocols and guidelines, and original research, will be subject to peer review before any public posting of the draft report.



4. Normally, and time permitting draft reports and advice that are not subject to confidentiality provisions, will be posted for public comment before being finalized.

5. In keeping with the provisions of the University of Victoria guidelines, all recipients of advice from the SAB are reminded of the policy of publication of reports and studies as expeditiously as possible and within two years

6. Hard copies of reports normally will only be provided on a cost recovery basis.