

POLICY REQUEST FORM

Request for a New Policy, Deletion, or Modification of an Existing Policy



TIMING

Is there time sensitivity to the development or review process for this policy? If so, please explain.

ATTACHMENTS

List all attachments included with this request.

Please email form and attachments to the University Secretariat (policyconsult@ufv.ca) and retain a copy for your records.

To revise an existing policy/procedure, contact the Secretariat office to obtain a copy for editing. To create a new policy/procedure, download policy template from ufv.ca/secretariat/policies/policy-development/develop-a-new-policy/.

TO BE COMPLETED BY THE UNIVERSITY SECRETARIAT

Recommendation:

Date request received:

Authority:

Responsible Executive:

If "Other" please specify:

Proponent:

Committee responsible for policy development/revision:

If "Other" please specify:

Nature and duration of consultation required:

Comments: