



UTAH INLAND  
PORT AUTHORITY

# Board Policy Review

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<b>Policy Owner:</b>	Jill Flygare	<b>Approved By:</b>	



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### Revision Table

Version	Effective Date	Revision Author	Summary of Revisions
1.0			



**I. Purpose Statement**

The policy is intended to ensure timely review of board policies.

**II. Regulatory / Legislative Requirements**

None

**III. Scope**

This policy is established to provide guidelines and procedures for review of board policies.

**IV. References**

None

**V. Definitions**

None

**VI. Roles & Responsibilities**

None

**VII. Policy**

Outdated policies leave an organization at risk. The UIPA board is committed to a proactive approach of regularly scheduled review of all board policies. Staff is directed by the board to annually review each policy and recommend any revisions as appropriate to reflect changes in applicable statutory requirements and changes in the organizations programs and operations to maintain standards and best practices. Any recommended revisions will be brought to the board for review, discussion, and final approval.

The review process may not always result in policy revision. Some polices may need major changes and revisions, some may only need a few small tweaks, and others may need no revisions at all. However, all policies will be reviewed annually to assess the following:

1. Have any statutory changes been made?
2. Have any programmatic changes?
3. Is the policy being implementation as intended?
4. Is the policy having the desired effect?

To maintain a proactive approach, interim review of polices may be necessary. Organizational change, changes to statute or programs that require immediate implementation, or unintended consequences as a result of implementation may result in an interim review of specific policies.

Policy review and revisions will be tracked and monitored within the UIPA risk management system to ensure the most up-to-date policy is available and implemented.

