



## NSF International Strategic Registrations Audit Report

### **The Corporation of the Town of Essex**

33 Talbot Street South  
Essex, Ontario N8M 1A8 CAN

**C0123367**

#### **Audit Type**

Surveillance Audit

#### **Auditor**

Rose Johnson

#### **Standard**

Ontario's Drinking Water Quality Management Standard Version 2  
(Exp Date: 02-AUG-2025)

#### **Audit Date(s):**

05/27/2024 - 05/27/2024

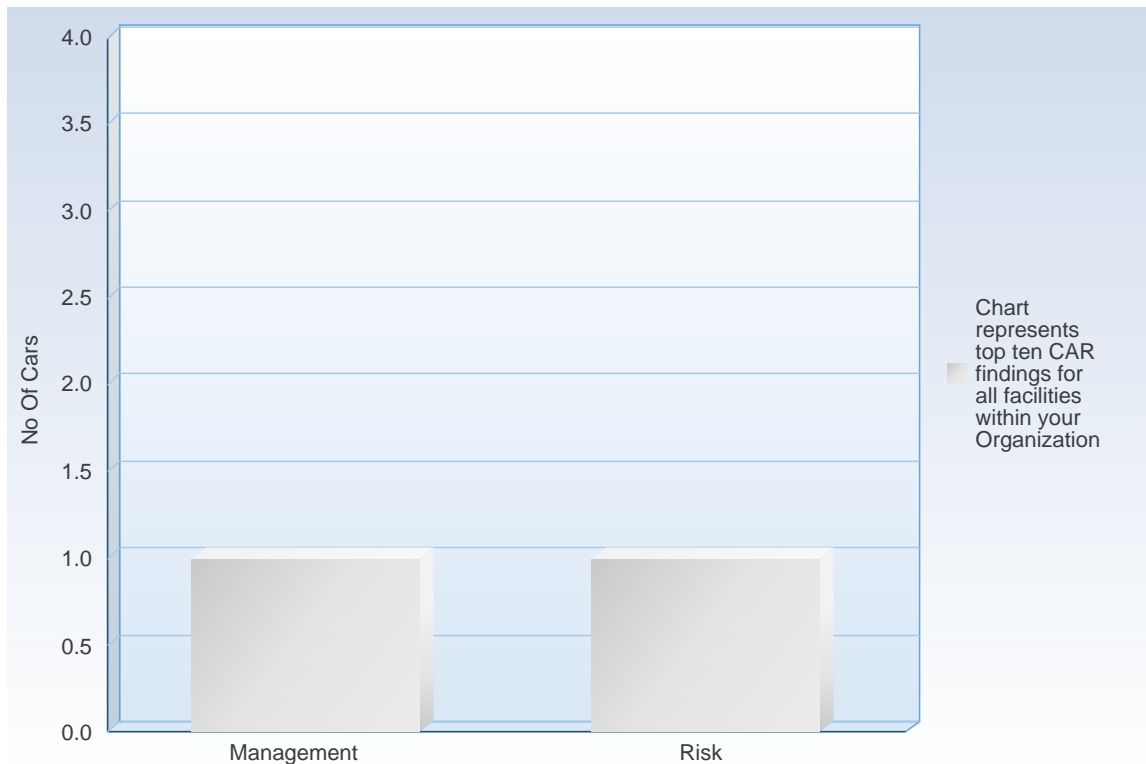
#### **Recommendation**

Ontario's Drinking Water Quality Management Standard Version 2 : Continue Certification (No NCRs)



Executive Summary	
Ontario's Drinking Water Quality Management Standard Version 2	<p>This was an annual system audit for the Town of Essex Drinking Water Quality Management System (DWQMS v.2).</p> <p>The audit results are summarized as follows:</p> <ul style="list-style-type: none"> <li>- zero major nonconformities</li> <li>- zero minor nonconformities</li> <li>- one opportunity for improvement (OFI)</li> </ul> <p>Please note, OFIs do not require a formal response, but are included in this report for consideration by the DWQMS team.</p> <p>The openness, support and cooperation of all involved in the audit is acknowledged and appreciated. Thank you for choosing NSF-ISR for your DWQMS accreditation.</p>

Top 10 Non Compliant Standard Clauses  
CAR Chart Displays Current and Previous Years Data



The Corp Of The Town Of Essex

Standard Clause Description	
<b>Management Review</b> <b>Risk Assessment</b>	
Opportunities	
Ontario's Drinking Water Quality Management Standard Version 2	See below
Corrective Action Requests	
There is NO Corrective Action Request in this audit.	



## Site Information

The audit was based on a sampling of the company's management system.

## Industry Codes

NACE:E 41

## Scope of Registration

**Ontario's Drinking Water Quality Management Standard Version 2** : Essex (Harrow-Colchester South) Water Distribution System, Essex (Union) Water Distribution System, 029-OA1, Entire Full Scope Accreditation.



## Opportunities for Improvements

### Ontario's Drinking Water Quality Management Standard Version 2

Opportunity	Observations / Auditor Notes
Opportunities for Improvements (DWQMS)-01	<p><b>Location of OFI</b> Management Review Meeting Minutes - October 2023;</p> <p><b>Discussed With</b> Rob Mackie;</p> <p><b>Description</b> Although no nonconformity was found, an opportunity exists to clarify the QMS Representative(s);</p>

## General Information

<b>Operating Authority: Legal Name &amp; Address</b>	The Corporation of the Town of Essex 33 Talbot Street South Essex, Ontario N8M 1A8
<b>Language Preference: Correspondence</b>	English
<b>Language Preference: Audit</b>	English
<b>Owner: Legal Name and Address</b>	The Corporation of the Town of Essex 33 Talbot Street South Essex, Ontario N8M 1A8
<b>Owner Language Preference: Correspondence</b>	English
<b>Owner Language Preference: Audit</b>	English
<b>Applicant Representative Information; Include Name, Title, Phone, Fax, Email &amp; Website</b>	Rob Mackie Manager Environmental Services / QMS Representative rmackie@essex.ca Tel: 519-776-7336 Xt 1425
<b>Accreditation Option</b>	Full Scope - Entire DWQMS
<b>Date of Previous Systems Audit:</b>	August 31, 2023
<b>Date of Previous On-Site Verification Audit:</b>	September 22-23, 2022

## Processes



<b>Summary of Findings</b>	
<b>Requirement</b>	<b>Finding</b>
1. Quality Management System	N/A
2. Quality Management System Policy	N/A
3. Commitment and Endorsement	C
4. Quality Management System Representative	C
5. Document and Record Control	N/A
6. Drinking-Water System	N/A
7. Risk Assessment	C
8. Risk Assessment Outcomes	C
9. Organizational Structure, Roles, Responsibilities, and Authorities	N/A
10. Competencies	N/A
11. Personnel Coverage	N/A
12. Communications	C
13. Essential Supplies and Services	N/A
14. Review and Provision of Infrastructure	N/A
15. Infrastructure Maintenance, Rehabilitation & Renewal	N/A
16. Sampling, Testing & Monitoring	N/A
17. Measurement & Recording Equipment, Calibration & Maintenance	N/A
18. Emergency Management	N/A
19. Internal Audits	C
20. Management Review	OFI
21. Continual Improvement	C
<b>Mj</b>	Major Non-Conformity. The auditor has determined one of the following: (a) a required element of the DWQMS has not been incorporated into a QMS; (b) a systemic problem with a QMS is evidenced by two or more minor conformities; or (c) a minor non-conformity identified in a corrective action request has not been remedied.
<b>Mn</b>	Minor Non-Conformity. In the opinion of the auditor, part of a required element of the DWQMS has not been incorporated satisfactorily into a QMS.
<b>OFI</b>	Opportunity for Improvement. Conforms to requirement, but there is opportunity for improvement.
<b>C</b>	Conforms to requirement.
	Not Applicable to this audit
<b>*</b>	Additional Comment added by auditor in the body of the report.



## Verification of CARs For Ontario's Drinking Water Quality Management Standard Version 2

**Have you verified the effectiveness of all previous CARs? (List all new CAR's that you initiated in this report because you did not verify effective implementation of a previous CAR)**

Yes.

**Discuss your evaluation in detail.**

Reviewed corrective action implementation relating to two minor NCs from the previous audit:

**T00011727209-1– Risk Assessment**

Verified that most recent risk assessment (November 2023) references current version of MECP Hazardous Events; also confirmed that cybersecurity is addressed. October 2023 Management Review record includes confirmation that MECP DWQMS "Best Management Practices" was reviewed. No further issues.

**T00011727209-2– Management Review**

Verified that most recent Management Review meeting minutes (October 2023) were included in the November 6, 2023 Regular council meeting. No further issues.