

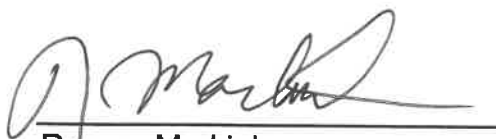
	Ballantrae/Musselman's Lake and Stouffville Water Distribution Systems	QMS-APP-04-01
	Operational Plan Quality Management System	Page 1 of 1
	Appendix Title: Notice of Appointment – QMS Representative	

Top Management for the Operating Authority at the Town of Whitchurch-Stouffville has appointed the Quality Management Representative to be:

**Peter Wyllie, C.E.T.
Manager of Operations**

The Quality Management System (QMS) Representative is the liaison between Top Management and the Operating Authority. The QMS Representative, irrespective of other responsibilities shall:

- a) Administer the QMS by ensuring that processes and procedures needed for the QMS are established and maintained;
- b) Report to Top Management on the performance of the QMS and any need for improvement;
- c) Ensure that current versions of documents required by the QMS are being used at all times;
- d) Ensure that personnel are aware of all applicable legislative and regulatory requirements that pertain to their duties for the operation of the Town of Whitchurch-Stouffville's drinking water systems; and
- e) Promote awareness of the QMS throughout the Operating Authority and the remainder of the Corporation.



Roman Markiuk
Chief Administrative Officer

Oct 2/18
Date



Brian Kavanagh
Director of Public Works

Oct 2, 2018
Date