

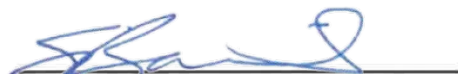
QMS-APP-04-01
Notice of Appointment –
QMS Representative

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

Jeff Thomson
Operations Technologist

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.



Sunny Bains
Chief Administrative Officer

Nov. 6, 2023

Date



Jack Graziosi
Director of Public Works

Nov. 3, 2023

Date