

PROGRAM

The Canadian Wood Preservation Certification Authority is a voluntary industry self-certification program intended to ensure that all Canadian wood preservation plants maintain design and operating practices to minimize environmental impact and to protect workers from exposures to preservative chemicals.

The CWPCA ensures that certified plants respect and fulfill the demands and requirements outlined by Environment Canada's *Technical Recommendations Document for the Design and Operation of Wood Preservation Facilities* (TRD). A PDF version of the document is available on the CD included with this section.

For questions about requirements stated in Environment Canada's TRD, please contact Ian Macdonald, Director of Environmental Services at WESA: email imac@wesa.ca or phone (519) 742-6685 ext. 212.

Should you have any questions or comments about the program, please contact Wood Preservation Canada: email Info@woodpreservation.ca or phone (613) 737-4337.

PROGRAM SCOPE

The CWPCA certification program was created to include all treated wood manufacturers, regardless of the preservative chemicals used. A yearly certification is assigned to individual facilities following a complete audit process, which includes plant design and operational practices.

The certification program does not cover any federal or provincial regulatory, environmental and worker health programs other than the Strategic Options Process of Environment Canada.

PROGRAM STRUCTURE

The Canadian Wood Preservation Certification Authority was developed and is administered by Wood Preservation Canada, with guidance from the CWPCA Steering Committee.

Wood Preservation Canada

As the administrator of the Canadian Wood Preservation Certification Authority, WPC manages certifications, oversees membership fees and acts as liaison between the Steering Committee, Inspection Firm and Certified Facilities.



The responsibilities of Wood Preservation Canada include:

- selection of an accredited Inspection Firm, performance evaluation of the auditors and contract renewals;
- ensuring the cost effectiveness of the certification to its participants;
- compilation and distribution of annual effectiveness summaries of the CWPCA to its participants and applicable government agencies;
- overseeing the ongoing improvement and update of regulations, as recommended by the Steering Committee;
- scheduling training sessions with Inspection Firm for Certified Internal Auditors;
- informing participants of any direction/decisions by the CWPCA Steering Committee.

CWPCA Steering Committee

The CWPCA Steering Committee consists of seven to nine members representing technical, consultative and treating plant expertise. The Committee strives to ensure that it is representative of the geographical areas where treating plants are operational and includes all preservative types. Members commit to a three-year term, and the composition of the Committee is reviewed annually.

In 2012 the CWPCA Steering Committee consists of:

- Craig Frohlich, Guelph Utility Pole Co. Ltd. (Chair)
- Howard Pruden, Spray Lakes Sawmills Ltd.
- Tom Moryto, Ram Forest Products Inc.
- Ron Zeegers, Stella-Jones Canada Inc.
- Mike McCollough, Northern Pressure Treated Wood
- James Laundry, Sundre Forest Products
- Dave Haley, Viance LLC
- Nigel Banks, Arch Wood Protection Canada Corp.
- Craig Wilson, Timber Specialties Co.
- Henry Walthert, Wood Preservation Canada

The responsibilities of the Steering Committee are:

- to resolve certification disputes;
- to submit recommendations to WPC on improvements to the TRDs and CWPCA regulations;
- to assist WPC with the selection of the Inspection Firm for facility audits.

REGULATIONS

The document *Regulation for the Wood Preservation Industry Self-Certification Program*, included as Appendix 1, outlines program procedures for initial plant audits, plant self-monitoring, reporting and forfeiture procedures, certification status appeal and reinstatement.

PROGRAM FEES

Members of the CWPCA are charged an annual fee for administration and maintenance of the program, which is reviewed annually. The cost for 2012 is \$1080.00 per treating plant.

The audit fee structure for the CWPCA program is based on the number of treating cylinders in a treating plant:

<u>Cylinders</u>	<u>2012 Audit Fee</u>
1	\$3900
2	\$4600
3	\$7400
4	\$8000
5	\$12600
6	\$12600

The fees shown assume that a facility has an initial score of 95%. Additional fees are incurred for score below 95%. Travel expenses of the Inspection Firm are added to the audit cost.

AUDIT PROCESS

It is recommended that each treating facility maintain at least two WPC-trained TRD auditors to perform annual internal audits. WPC auditor training (and re-certification) programs are offered yearly by WESA and WPC. The auditor certification is valid for 3 years.

An annual **Internal Self-Audit** must be completed by a WPC-trained TRD auditor and submitted by December 31 of the audit year. Completed audits should be directed to Ian Macdonald, Project Manager, WESA. Audits conducted by non-TRD auditors will not be accepted. (Refer to Section 8.0 of the CWPCA Regulations for additional details.) The Inspection Firm reviews the internal audits and provides a written report to the facility within 60 days of receipt of the audit.

The Inspection Firm conducts an **External Audit** every 3 years. These audits are conducted in accordance with the most recent version of the TRD protocols. (Refer to Appendix 7, *Worksheet for Assessment of Treatment Facilities*). An Audit Verification Letter is sent to the company indicating the date of the audit and the activities that will need to be observed. The inspection firm provides a written report to the facility within 30 days of the External Audit and an invoice for the audit services is issued by WPC.

Senior management has 14 days to appeal any findings of the Inspection Firm. The appeal is reviewed by the Steering Committee who must respond to senior management within 14 days.

INSPECTION FIRM

The Inspection Firm that has been selected for this program is WESA Inc. WESA is a leading environmental sciences, engineering, health and safety consulting group providing professional services to business and industries. Up-to-date information about the firm can be found at www.wesa.ca.

WESA auditors are accredited with the Auditing Association of Canada, have expertise in industrial auditing procedures and is able to provide services across Canada in both official languages.

A dedicated team of senior WESA auditors has been assigned to this project based on their auditing experience and their work within the forest products industry. The Project Manager, Ian Macdonald, M.Sc., P.Geo. EP (CEA), has 25 years of experience in environmental auditing. He is the Director of Environmental Services with WESA, and has conducted more than 400 audits across Canada, Central America and the UK.

All members of the WESA team are Certified Environmental Auditors (CEA). Two team members are able to conduct audits fluently in both French and English. By their association with Jim Mogan, EP (CEA), a former president of Wood Preservation Canada, the auditing team also has a strong knowledge of the design, construction, operation and regulation of treated wood facilities.

WESA is responsible for the consistent and continual training of all auditors brought into the Program. In addition, the auditing firm is responsible for:

- meeting the timeline requirements for annual inspections
- arranging specific audit dates with facilities
- reviewing facility self-audits
- reporting on the performances and effectiveness of the program to the CWPCA Steering Committee and WPC Membership
- making recommendations for continuous improvement to the program
- maintaining strict confidentiality of its findings.

Auditors must meet and follow the requirements of the audit process model, as defined in the document *Regulation for the Wood Preservation Industry Self-Certification Program*, including timelines, audit process and communication channels.



Should you have any questions or comments for Ian Macdonald, please contact him at WESA by phone: (519) 742-6685 ext. 212 or by email: imac@wesa.ca.

BENEFITS OF CERTIFICATION

A number of benefits evolve from being certified by the Canadian Wood Preservation Certification Authority. They include:

Improved

- employee health and safety
- employee confidence in the workplace
- environmental protection
- relationships with provincial and federal authorities.

Additional

- business and marketing opportunities

Reduced

- insurance costs
- waste disposal costs.

PROOF OF CWPCA CERTIFICATION

Certified treating plants receive a plaque as proof of their certification and participation in the program. Year dated tags are mailed annually to participants to be added to the plaque. In addition, a dated PDF certificate of CWPCA certification is emailed to participants annually.

A PDF of a facsimile certificate of CWPCA certification is included in Appendix 3.

Should you have any questions and/or comments regarding proof of certification, please contact Wood Preservation Canada by phone: (613) 737-4337 or by e-mail: info@woodpreservation.ca.

APPENDICES

1. List of CWPCA Certified Plants
2. Facsimile of CWPCA Certificate
3. Backgrounder on the CWPCA Program
4. CWPCA Program Logos
5. Definitions
6. *Regulation for the Wood Preservation Industry Self-Certification Program*
7. *Worksheets for Assessment of Treatment Facilities*