

Title	Assess drinking-water suppliers' Water Safety Plans (WSP) for adequacy		
Level	6	Credits	10

Purpose	People credited with this unit standard are able to: review drinking-water supply information; conduct a Water Safety Plan (WSP) assessment and verify compliance with legislative requirements; and compile a report, provide it to the water supplier, and describe a peer review of a WSP assessment.
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Classification	Water Industry > Drinking-Water Assessment
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Available grade	Achieved
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Guidance Information

- Legislation and references relevant to this unit standard include: Health Act 1956, Resource Management Act 1991, and subsequent amendments; AS/NZS ISO 31000:2009 *Risk Management – Principles and guidelines*; *Drinking-Water Standards for New Zealand, 2005 (Revised 2008)*. Ministry of Health, Wellington; *Water Safety Plan Guides for Drinking-Water Supplies*, Ministry of Health, Wellington, 2014; *Small Drinking-Water Supplies: Preparing a water safety plan*, Ministry of Health, Wellington, 2014; *A Framework on How to Prepare and Develop Water Safety Plans for Drinking Water Supplies*, Ministry of Health, Wellington, 2014.
- Definitions

Critical control point – specific point, procedure, or step in water treatment processes at which control can be exercised to reduce, eliminate, or prevent the possibility of a public health hazard.

Drinking-water supply – supply catchment, treatment plant, and distribution including tankers. The drinking-water supplier has responsibility for managing the public health risks of the drinking-water supply.

Organisational procedures – instructions to staff, and procedures which are documented in memo or manual format and are available in the workplace. These requirements include but are not limited to – site specific requirements, manufacturers' specifications, product quality specifications, and legislative or regulatory requirements.

Water Safety Plan refers to a plan to ensure the safety and continuity of drinking water through the use of a comprehensive risk assessment and risk management approach that encompasses all steps in water supply from catchment to consumer.

Outcomes and performance criteria

Outcome 1

Review drinking-water supply information.

Performance criteria

1.1 Information on the characteristics of the drinking-water supply is reviewed.

Range may include but is not limited to – catchment/recharge zone characteristics, resource consents, water characteristics, treatment processes, distribution characteristics, changes since the last inspection, drinking-water sampling and analytical records, complaints register data, drawings of as-built assets, land use and geographical information; evidence is required for at least four.

1.2 Documentation of Water Safety Plans (WSPs) and *Drinking-Water Standards for New Zealand* compliance performance is assembled in accordance with organisational procedures.

Range may include but is not limited to – compliance data, drinking-water compliance data, previous WSP and other relevant plans, process monitoring and maintenance records; operational procedures documentation – corrective actions, record of action, customer complaints, procedures records; evidence is required for at least three.

Outcome 2

Conduct a Water Safety Plan (WSP) assessment and verify compliance with legislative requirements.

Performance criteria

2.1 Assessment checklist selected is consistent with the requirements of the drinking-water supply, and is completed in accordance with organisational procedures.

2.2 Review verifies that all sections contributing to the supply are included and an adequate description of the water supply system is provided.

2.3 Review verifies that the drinking-water supplier's WSP identifies and ranks risks, identifies critical control points including causes, and indicators of poor performance, and is consistent with the supply description.

2.4 Review verifies that mechanisms for preventive and corrective actions, and monitoring requirements, are identified and developed into a management plan.

2.5 Review verifies adequacy of contingency plans for the water supply.

- 2.6 Review verifies adequacy of the improvement schedule, and the links back to identified, uncontrolled risk.

Outcome 3

Compile a report, provide it to the water supplier, and describe a peer review of a WSP assessment.

Performance criteria

- 3.1 Report assesses the adequacy of the WSP to ensure identification of risks to public health inherent in the water supply, the steps required to manage those risks, and compliance with legislation.
- 3.2 Written report is distributed to the water supplier in accordance with organisational procedures.
- 3.3 Peer review of an adequacy assessment report is described in terms of its purpose.

This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	27 August 2001	31 December 2018
Review	2	19 September 2008	31 December 2018
Review	3	16 March 2017	31 December 2022
Review	4	28 January 2021	31 December 2022

Consent and Moderation Requirements (CMR) reference	0101
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.