

SCC Special Examination – Update on Response to Recommendations

Item for Information:

- Council is requested to note the update on Response to Recommendations
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BACKGROUND:

At the September, 2004, meeting of Council, the Office of the Auditor General (OAG) provided their final opinion with respect to the result of SCC's quinquennial Special Examination, dated May 31, 2004. The opinion provided to Council indicated that there was reasonable assurance that there were no significant deficiencies in the SCC systems and practices they examined. It also included an indication of suggested areas for improvement.

The attached Update to the Special Examination Response Plan (ANNEX A to SCC 61/05) is intended to provide Council with further details as to action items where work has recently been completed or still in progress.

ACTION:

Council is requested to:

- a) note the update to the SCC Special Examination Response Plan.

**SCC Special Examination
RESPONSE TO RECOMMENDATIONS AT-A-GLANCE**

ITEMS TO BE COMPLETED

RECOMMENDATION	ACTION/RESPONSE	PRIORITY	COMPLETION DATE
#33. SCC Advisory Committee Performance	Reviewed by CGC in September, 2004. This item has been added to the CGC's workplan.	B (Medium)	
#35. Values and Ethics – Disclosure of Wrongdoing	The matter of disclosure of wrongdoing was reviewed in 2002. SCC indicated its support for the government policy, and communicated this to SCC staff. SCC will revisit this issue following passage of government legislation.	C (Low)	Pending confirmation of government legislation.
#51. Improve documentation contained in audit files for accredited Standards Development Organizations (SDOs)	The lessons learned from the first round of accreditation and surveillance audits will be captured and included in different documentation: Council CAN-Ps, procedural documents, and internal Quality Management process documents.	A (High)	3 rd Quarter, 2005/06
#55. Re-assessments performed at required intervals	A new process has been established to ensure data is input into the tracking system and done in a consistent fashion. In addition, new metrics and a method of tracking the metrics is being developed by the Quality Specialist, Conformity Assessment.	A (High)	4 th Quarter, 2005/06

	Until an automated tracking system can be developed the Manager PALCAN has been monitoring the completion of overdue projects. 7 old files yet to be closed.		
#57. Address any non-conformities to international standards in the PALCAN program	The non-conformities are being addressed through the development and implementation of the new PALCAN quality system. New policies and procedures have been finalized, posted to the intranet and training has been provided to the SPOs and Lead Assessors.	A (High)	Completed
#59. Approve revised CAN-P-2 Criteria and Procedures for the Preparation and Approval of National Standards of Canada, to include a requirement to consider public policy.	The SDOs are aware of the provisions in the revision of CAN-P-2, and are looking at how to implement the requirement to show consideration of public policy when submitting a candidate NSC.	A (High)	Within 2 months of Council approval of CAN-P-2F
#61. Review CAN-P-1 Criteria for the Accreditation of Standards Development Organizations, to include consideration of public policy goals	Inclusion of public policy goals needs to be considered in light of differing public policies at federal, national, and sub-regional levels. Work has commenced on what is expected to be a delicate topic.	B (Medium)	By end of fiscal 2005/06
#68. Rationalize participation in voluntary conformity assessment arrangements	A review of the existing MRAs was conducted and three agreements were terminated as follows: <ul style="list-style-type: none"> • NACLA • PAHO • EA 	B (Medium)	Completed

#71. Prioritize Canadian participation at ISO and IEC	Staff will investigate levels of service to different mirror committees, dependant on established SCC priorities.	C (Low)	
#72. Review cost-effectiveness of current level of support provided to Canadian participation on ISO and IEC committees	The CNC/IEC has reviewed the situation (its conclusions will be shared with the CNC/ISO) and will address the situation.	B (Medium)	Introduction 2005/06,
#73. Assess effectiveness of the members' program	SCC's Member Program continues to be implemented and will be assessed once fully implemented.	B (Medium)	Implementation in 2005/06, then assessment
#75. Member Program – Recruitment Strategies and Identification of Gaps on Committees	This item complements item #72 for work at the technical level through the mirror committees. The CNCs have identified the problem and are developing policies/guidance to evaluate appropriate balance for the mirror committees, and from that, gaps in membership.	B (Medium)	By end of 2005/06
#76. Assessment of voting performance - Technical Committees	The discussion on this item by the CNCs has started. Causes for abstentions due to non-response will be determined.	B (Medium)	CNC review first quarter 2006/07 of experience gained during 2005/06.
#77. Development of indicators for the assessment of CNC/ISO technical committees	Staff have commenced implementation of the mirror committee evaluation indicators developed by the CNC/ISO.	B (Medium)	Initial indicators and tracking by end of 2004/05, with CNC review and improvement at beginning of 2006/07.
#79. Measurement of Canadian participation at various regional and international fora	The tracking at the standards governance level of IEC, ISO, PASC, and COPANT, is sufficiently established and can be considered to be ongoing.	B (Medium)	Operational by end of 2005/06 for statistics commencing

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