

Memorandum

To: IBWA Bottler Members and Candidate Bottlers

From: Bob Hirst – Sr. Vice President, Education, Science, and Technical Relations
Al Lear – Director, Science and Research

Date: December 2021

Re: 2022 IBWA Bottled Water Facility Inspections

The International Bottled Water Association's 2022 annual plant inspection program is about to begin. The program is designed to assist you in determining how well your bottling operation complies with all applicable federal and state regulations, as well as IBWA Bottled Water Code of Practice requirements for bottled water production and sale. Once again in 2022, annual plant inspections are based on conformance with your plant's safety food plan as well as FDA- and IBWA-mandated good manufacturing practices (GMP) requirements, preventive controls, and food defense. Details are provided later in this memorandum.

2022 WILL BE THE THIRD YEAR OF FULL IMPLEMENTATION OF THE FSMA PREVENTIVE CONTROLS RULE IN THE IBWA TIER 1 AUDIT PROGRAM. IBWA SIGNED NEW CONTRACTS IN 2019 WITH EAGLE, EUROFINS, AND NSF INTERNATIONAL FOR THREE YEARS (2019-2021). DUE TO CANCELAN OF AUDITS IN 2020, THE CONTRACTS ARE EXTENDED THROUGH 2022.

IMPORTANT: PLEASE READ THIS MEMORANDUM CAREFULLY AND COMPLETELY.

PLEASE NOTE: YOU WILL BE CHARGED A SECOND INSPECTION FEE IF YOU CANCEL OR RESCHEDULE YOUR INSPECTION AFTER THE ADVANCE NOTICE IS SENT BY THE AUDIT CONTRACTOR. TO AVOID THIS, NOTIFY IBWA OF ANY BLACKOUT DATES (PLANT CONSTRUCTION, VACATIONS, ETC.) BY FILLING OUT THE BOTTLER INFORMATION FORM (BIF), WHICH HAS A SPACE TO PROVIDE BLACKOUT DATES AND CURRENT CONTACT AND PLANT INFORMATION. THE BIF IS INCLUDED IN THE 2021 AUDIT PROGRAM PACKAGE.

PLEASE NOTE: IT IS ALSO CRITICAL THAT YOU COMPLETE AND FORWARD A BOTTLER INFORMATION FORM (BIF) OR CANDIDATE BOTTLER INFORMATION FORM (CBIF) FOR EVERY PLANT YOU OPERATE. SOME MEMBERS WHO DID NOT SUBMIT THEM IN PAST YEARS PAID FOR A SECOND INSPECTION DUE TO UNKNOWN PLANT CLOSURES, UNREPORTED CHANGES IN PERSONNEL, AND THE AUDIT COMPANY'S INABILITY TO REACH THE PROPER COMPANY REPRESENTATIVE FOR THE 2-DAY ADVANCE NOTICE. BIFs AND CBIFs ARE DUE AT IBWA BY JANUARY 31, 2022.

ACTION NEEDED:

Please complete the attached three-page 2022 Bottler Information Form (BIF) or Candidate Bottler Information Form (CBIF) for every plant to be scheduled for a Tier 1 inspection and fax them to Bob Hirst and Al Lear at IBWA at (703) 683-4074, or email scanned copies to Bob at bhirst@bottledwater.org. To facilitate the scheduling of your Tier 1 inspection, it is advisable to return this form to IBWA before , January 31, 2022. If you operate more than one bottling facility, please duplicate the

form and return ONE FORM FOR EACH PLANT. If a form is not received for each plant, the audit contractor may not be able to schedule the necessary inspections in 2022. Multiple plant listings may also be submitted in spreadsheet format.

IMPORTANT NOTE:

Your annual inspection fee covers ONE TRIP to your facility by the audit company. The fee does NOT cover the cost of a second visit to your facility(ies) if the first inspection is canceled. Members are billable for a rescheduled inspection and will incur another audit fee for subsequent visits after a canceled audit.

SIGNIFICANT CHANGES TO 2022 INSPECTION PROGRAM

IBWA currently maintains contracts with three (3) audit companies to provide Tier 1 audit services to IBWA member and candidates facilities: EAGLE Certification Group, Eurofins Scientific, Inc., and NSF International. See page 4 for 2022 audit fees for each of the 3 companies.

NEW FOR 2022 – DEFAULT TO ON-SITE AUDITS

As you know, IBWA offered two options for audits in 2021: on-site and remote. The IBWA Audit Program Evaluation Team (APET) debated what would be offered in 2022. The majority of the Team voted for a full return to on-site audits in 2022 with allowance for extenuating circumstances at plants that must employ remote audits in 2022. Those plants will be asked to submit a brief letter with justification for the remote audits.

More information for 2022 audits follows.

On-Site Audits in 2022

IBWA members will resume on-site audits in 2022. The format of the audit will once again be based on the IBWA Tier 1 checklist, revised in 2019. The revised 2019 IBWA Audit Handbook will serve as the reference for on-site audits.

On-site audits will be conducted with a priority focus on safety, as the COVID-19 pandemic may continue in most parts of the U.S. in 2022. IBWA understands that members AND auditors have specific policies and restrictions in place to protect both employees and visitors. Those policies and restrictions MAY include, but are not limited to:

1. Signing an acknowledgement of restrictions and agreement to comply with policies and restrictions.
2. Wearing a compliant facemask covering the nose and mouth.
3. Washing hands before and after entry into the bottling plant.
4. Social distancing of 6 feet.

At the time the bottler receives the notice of the audit, both the bottler and the audit contractor will exchange any additional information regarding safety policies and restrictions.

Remote Audits in 2021

IBWA BOTTLERS WILL RETURN TO ON-SITE AUDITS IN 2022 UNLESS WRITTEN JUSTIFICATION FOR A REMOTE AUDIT IS SUBMITTED TO IBWA.

IBWA members who require remote audits in 2022 will be asked to submit written justification for a remote audit. The format will also be based on the IBWA Tier 1 checklist, revised in 2019. The revised 2019 IBWA Audit Handbook will serve as the reference for remote audits.

Remote Tier 1 audits will require a few special accommodations obtain all information required and to provide evidence requested by the auditor. These special accommodations MAY include, but are not limited to:

1. The auditor/audit company will likely request electronic sharing of records and other documents before and/or during the remote audit. The records may be relayed via uploading to a audit company server or relayed to the auditor via a web cam during the audit.
2. The auditor will likely request that plant staff transmit video images of areas of the plant as requested by the auditor during the audit. This may be accomplished via a link with an Internet-connected cell phone or other type of web cam.

At the time the bottler receives advance notice of the audit, both the bottler and the audit contractor will exchange any additional information regarding requirements for remote audits.

General Information

Once again in 2022, IBWA staff is tasked with monitoring member facilities that fail their annual audit for 2 or more consecutive years.

Please be advised that the audit program is intended to HELP a member facility to return to full compliance with FDA regulations, IBWA's Code of Practice, and the facility's food safety and food defense plans.

Please be advised of a continuation in 2022 of the policy regarding submission of bottler information forms, aka "BIFs." In the past (prior to 2011), IBWA refrained from authorizing a Tier 1 audit until we received a completed BIF form from each facility to be audited, even if we had received payment for the audit from the bottler member. However, we had significant difficulties obtaining these forms from many facilities. The lack of a BIF form to serve as IBWA's authorization for the audit often resulted in audits not being completed, completed very late in the year, or spilling over into the next audit year. Beginning in 2011, IBWA used **receipt of payment** for the audit as full authorization to proceed with the annual audit(s) of your plants. We still request that each facility submit a BIF to make the process most accommodating to all, but in the absence of a BIF after 30 days of receipt of payment, will be considered authorization by the member for the plant audit. Of course, if you wish to block certain dates due to construction activity or other plant shutdowns, please continue to complete the BIF and note such on the form and submit to IBWA as soon as possible. As always, we will pass that information on to the audit contractor.

Tier 1 Inspections

As discussed above, IBWA has contracted with three (3) audit services companies through 2022. During this contract, IBWA bottler members and candidate bottlers may select EAGLE Certification Group, Eurofins Scientific, Inc., or NSF International (NSF) for Tier 1 inspections. If a member company has multiple facilities, they may select any of the three vendors for each of those facilities. In addition, if a bottler decides to change vendors each year, they are free to do so. Bottlers will select their inspection vendor(s) at the time they renew their annual memberships. The vendor selection will be included on the renewal form and the bottler information form (BIF).

The membership renewal form accommodates all three vendors. Once again with membership renewals in 2018, the IBWA dues amount is separate from the cost of the inspection.

TIER 1 ON-SITE INSPECTION FEES FOR 2022

The inspection fees FOR ON-SITE TIER 1 AUDITS IN 2022, payable by members to IBWA and, in turn, paid by IBWA directly to the inspection vendors, are as follows:

EAGLE Certification Group	\$1,600.00
Eurofins Scientific, Inc.	\$1,550.00
NSF International:	\$1,850.00

NOTE: The amount above is for the annual inspection ONLY.

These are prices for Tier 1 inspections only. Tier 2 audit costs are negotiated directly by the member company with the Tier 2 audit provider. Please contact that provider for a cost estimate. If you have any questions, please contact Bob Hirst (bhirst@bottledwater.org) or Al Lear (alear@bottledwater.org).

IMPORTANT: Space is provided on the first page of the BIF to indicate events that could affect scheduling of your 2022 inspection. Please note that an inspection may be conducted during these periods if bottling operations are still occurring.

TIER 1 REMOTE INSPECTION FEES FOR 2022

The inspection fees FOR REQUIRED REMOTE TIER 1 AUDITS IN 2022, payable by members to IBWA and, in turn, paid by IBWA directly to the inspection vendors, are as follows:

EAGLE Certification Group	\$1,600.00
Eurofins Scientific, Inc.	\$1,650.00
NSF International:	\$1,600.00

NOTE: The amount above is for the annual inspection ONLY.

These are prices for Tier 1 inspections only. Tier 2 audit costs are negotiated directly by the member company with the Tier 2 audit provider. Please contact that provider for a cost estimate. If you have any questions, please contact Bob Hirst (bhirst@bottledwater.org) or Al Lear (alear@bottledwater.org).

IMPORTANT: Space is provided on the first page of the BIF to indicate events that could affect scheduling of your 2022 inspection. Please note that an inspection may be conducted during these periods if bottling operations are still occurring.

RETURN ALL BIF AND FEE FORMS WITH PAYMENT TO:

**CHERYL BASS, MEMBERSHIP MANAGER
INTERNATIONAL BOTTLED WATER ASSOCIATION
1700 DIAGONAL ROAD, SUITE 650
ALEXANDRIA, VA 22314**

FAX: (703) 683-4074

EMAIL: cbass@bottledwater.org

IBWA FSMA-BASED INSPECTION PROGRAM***APPENDIX A******INTERNATIONAL BOTTLED WATER ASSOCIATION******POLICY AND PROCEDURE******IBWA BOTTLED WATER PLANT INSPECTION PROGRAM******APPEAL OF INSPECTION FINDINGS******OBJECTIVE***

The IBWA Bottled Water Plant Inspection Program was established to provide consultative services to IBWA member bottled water plants. It is also a requirement of IBWA membership that each domestic member plant be inspected by IBWA's third party inspection contractors, and that direct international bottler members be inspected annually by an IBWA-approved inspection agency. On occasion, a member plant may wish to appeal one or more of the inspector's findings. Through this policy and procedure, IBWA is establishing a structured and standardized means for appealing those inspection findings.

POLICY

It is the policy of the International Bottled Water Association that all U.S domestic and direct international bottler members participate in the annual Bottled Water Plant Inspection Program. IBWA understands that there are occasions when a bottler disagrees with an inspector's finding(s). IBWA contracts with an independent, third-party inspection agency to provide inspections services of IBWA's member plants. It is therefore NOT the policy of IBWA to "reverse" inspection findings and modify inspection reports. IBWA will serve as an arbiter in some cases to assist in resolving conflicts between the member and the inspection agency. In most cases, it is preferred that the member consult directly with the inspection agency to resolve conflicts.

Some conflicts lead to appeals of inspection findings. To provide members a means for appealing those findings, IBWA is establishing a formal process, described in the following sections.

PROCEDURE FOR U.S. DOMESTIC BOTTLERS

When a U.S. domestic bottler member disagrees with an inspection finding, the first course of action should be to complete and submit an inspection appeal form directly to the audit contractor. The contractor will in turn consult with the inspector who conducted the inspection and filed the disputed finding(s).

If the conflict cannot be resolved, the bottler may appeal the finding(s) to IBWA. This can be accomplished by sending a copy of the inspection appeal form (copy attached to this policy and procedure document) providing details about the disputed inspection item and submitting it to designated IBWA technical staff. Upon receipt, IBWA's technical staff will review the appeal. Staff will first review the IBWA *Inspection Handbook* to determine if there is an applicable ruling on the situation surrounding the appealed inspection item. This will include review of any gray areas ruled upon by the IBWA Inspection Program Evaluation Team (APET). If the appealed item has already been addressed by the *Inspection Handbook* or APET, the bottler will be notified in writing of that ruling. If the appealed item has NOT been addressed previously by the Inspection Handbook or APET, the bottler will be notified that the appeal is being forwarded to the third-party agency and APET for review, consideration and possible ruling. These types of appeals are commonly referred to as "gray area" items. IBWA technical staff will distribute the appeal to all members of APET, with all identification of the member bottler removed, with a request that they return their opinions on the matter. In many cases, IBWA technical staff and APET members will schedule a conference call to discuss groups of appeals. Such conference calls may also involve a representative of the third party, independent inspection agency. Upon receiving a ruling from APET, IBWA technical staff will notify the bottler. If corrective action is required to correct any major nonconformances, staff will request such from the bottler.

When an appeal results in a change in an inspection report, audit contractor staff will issue a revised inspection report. The corrected report will be sent directly to the bottler by the contractor.

It is the intent of this policy to address all appeals expeditiously. Therefore, once filed with the audit contractor, the contractor will have 10 business days to review the appeal and respond to the bottler with a finding. When the appeal is filed with IBWA's technical staff, they will distribute the appeal anonymously to APET. APET will have 10 business days from the date of receipt of the appeal by IBWA's staff to review the appeal and respond to IBWA technical staff with a ruling on the issue. APET's rulings will require a minimum of 4 votes for approval. IBWA staff will respond to the bottler with the final APET ruling no later than 30 days after the date the bottler's appeal was filed.

DIRECT INTERNATIONAL BOTTLER MEMBERS

The same policy and procedure applies to direct international member plants. However, when reviewed by APET, they will take into consideration any local regulations that may have led to the nonconformance being cited by the inspector. When completing an appeal form or submitting the appeal on company letterhead, direct international bottler members are requested to submit evidence of such local regulations with the appeal form.

Document prepared by: Bob Hirst, IBWA

Document reviewed by: Bob Hirst, IBWA

IBWA Audit Program Evaluation Team

NSF International

Date: January 26, 2004

Revision 7.0, December 3, 2019

IBWA BOTTLED WATER PLANT INSPECTION PROGRAM

Appeal of Inspection Findings

Name: _____ Company: _____

Plant Location: City: _____ State: _____

Inspection Date: __/__/__ Inspector Name: _____

Inspection Agency/Company: _____

Inspection Form Item No. Appealed: _____

Inspector's Comments: _____

Reason for Appeal: _____

Inspection Form Item No. Appealed: _____

Inspector's Comments: _____

Reason for Appeal: _____

APPENDIX B

2022 IBWA TIER 2 AUDIT PROGRAM LIST OF IBWA-APPROVED TIER 2 AUDIT PROVIDERS

AIB International
1213 Bakers Way
Manhattan, KS 66505
(785) 537-4750
auditservices@aibonline.org
www.aibonline.org

Mr. Tony Petrucci
Food Business Development Manager
Bureau Veritas Certification North America, Inc.
390 Benmar Drive, Suite 100
Houston, TX 77060
(215) 432-1182
tony.petrucci@us.bureauveritas.com
www.us.bureauveritas.com/wps/wcm/connect/bv_usnew/Local/Footer/Home/

Ms. Lindsey Stafford
EAGLE Certification Group
123 Webster St., Suite 300
Dayton, OH 45402
(937) 535-3453
Lindsey.stafford@eaglecertificationgroup.com
www.eaglecertificationgroup.com

Operations Manager
Eurofins Scientific, Inc.
US Food Division
2200 Rittenhouse Street, Suite 175
Des Moines, IA 50321
(515) 299-6946
CristaRighi@eurofinsus.com
www.eurofinsus.com

Ms. Laura Guezimane
Food Chain ID (formerly Cert ID)
500 North 3rd Street, Suite 204
Fairfield, IA 52556
lguezimane@cert-id.com
www.foodchainid.com/certification/

Ms. Jacqueline Polacek
Intertek
134 N. LaSalle St.
Chicago, IL 60602
(630) 209-3258
audit.americas@intertek.com
www.intertek.com

Mr. Robert Prevendar, Global Managing Director, Supply Chain Food Safety
NSF International
P.O. Box 130140
789 N. Dixboro Road
Ann Arbor, MI 48113-0140, USA
(734) 769-5362
prevendar@nsf.org
www.nsf.org

Mr. Mark Evers
SGS Systems & Services Certification (SSC)
Business Development Manager, Northeast Region
SGS U.S. Testing Company, Inc.
Meadows Office Complex, 201 Route 17 North
Rutherford, NJ 07070
(201) 508-3011
Cell: 201.400.6048
Fax: 201.935.4555 or 201.508.3191
Email: mark.evers@sgs.com

Ms. Beth Cannon
Director of Certification Services
Steritech Group
7600 Little Avenue
Charlotte, NC 28226
(704) 544-1900
www.steritech.com

APPENDIX C
IBWA 2022 TIER 1 AUDIT CONTRACTORS
COMPANY INFORMATION

SERVICES FOR IBWA MEMBERS

For every company, managing risks in the fields of quality, health, & safety are vital.

Eurofins, with years of experience in the water industry, is proud to partner with IBWA in offering Tier 1 and Tier 2 audits to their members. Eurofins has a diverse and expanded range of services including certifications, training, and analytical laboratory testing that will help you and your organization meet the growing requirements and face the food safety challenges in every day operation.

An audit with Eurofins verifies and validates that your food safety protocols are in compliance with market regulations, maximizes efficiencies, and promotes process optimization while minimizing risks for product recalls and food safety issues.

FAIR & CONSISTENT AUDITS

Our employed auditors are masters of their discipline, calibrated monthly, and trained to ensure you experience a fair, thorough, and consistent service that exceeds your quality expectations.

EXPERTS IN WATER INDUSTRY

Our technical team and auditors understand the water industry, inside and out, adding value to your company's investment with the IBWA program.

COMPETITIVE PRICE

Our goal is to provide quality service at a price that is cost-effective to you and your company.

FULL SERVICE PROVIDER

Save money and time through the convenience of dealing with one provider for testing, training, auditing, and certification.

GLOBAL NETWORK

Our global reach can help you navigate seamlessly through a dynamic and ever-changing worldwide market.

PERSONALIZED CUSTOMER ATTENTION

For a seamless transition, our personable and knowledgeable staff connect with you to ensure you receive the utmost qualitative care and information you need to be successful.

A decision to partner with Eurofins is a decision to demonstrate your commitment to high standards and product excellence and provides you with peace of mind through our value-added services and highly skilled industry experts. Expect the best!



Founded in 1994, EAGLE is an accredited certification body providing third-party audits against a wide range of ISO, GFSI and other industry specific standards. We employ over 100 auditors working with thousands of clients. Our commitment to helping clients improve productivity and reduce risk is the core of our business philosophy.

With EAGLE you get more than auditing services. Our clients benefit from personalized service with one point of contact to ensure familiarity with their business and provide a consistent audit schedule. Our number one objective is to add value to the audit through constructive feedback and opportunities for improvement. As a testament to this objective, EAGLE was named SQF Certification Body of the Year in 2012 and 2011.

EAGLE auditors know the specific requirements of the food and beverage industry. We draw our auditors from this industry and the team dedicated to the bottled water industry will be familiar to many of you.

Their expertise includes the requirements of GMP, GHP, HACCP and the CODEX Alimentarius as it applies to the bottled water industry. In addition, EAGLE has extensive knowledge of the public health impacts of bottling plant design, construction, operations, water treatment, bottling and packaging equipment, analytical requirements and the IBWA model code.

To strengthen the competency of our auditors, EAGLE conducts six annual calibration training sessions. This aligns all of our auditors' interpretation and offers our clients consistency with audit findings and outcomes. These calibrations are where innovation is fostered and new ideas are tested and challenged. Plus, every auditor is required to participate in competency training focusing on four key areas to ensure the audit is objective, complete and valuable. These areas include customer service, dependability and reliability, technical work effectiveness and work effectiveness.

EAGLE Certification Group includes EAGLE Registrations Inc. and EAGLE Food Registrations Inc.

EAGLE Certification Group

123 Webster Street, Suite 300 | Dayton, OH 45402 | 937.293.2000 | 800.795.3641 | 937.293.0220 fax
info@eaglecertificationgroup.com | www.eaglecertificationgroup.com

NSF INTERNATIONAL

For more than 30 years, NSF and IBWA have been partners in helping to make the IBWA Plant Inspection Program a key influencer in assuring the high quality of bottled water produced by members and in setting the bar for other associations around the world. We look forward to continuing to play a key role in the program. Our experience in the bottled water industry in the U.S. and worldwide results in unmatched expertise in bottled water facilities, equipment, processes and sanitation.

Water is one of NSF's core businesses. As a not-for-profit third party and high profile member of the public health community, NSF has developed public standards, worked with the U.S. Food and Drug Administration on food and water safety, and serves as a Pan American Health Organization/World Health Organization Collaborating Center on Food Safety, Water Quality and Indoor Environment. We believe NSF offers the IBWA Audit Program added credibility and public acceptance.

In addition to the Tier 1 inspection program, NSF is also approved to offer the Tier 2 inspection for any IBWA members who wishes to have their plant inspection done in conjunction with their GFSI (Global Food Safety Initiative) certification scheme.

Auditor Qualification and Training

NSF auditors have food safety, environmental health or science backgrounds with specific training to perform bottled water inspections. The auditors share more than 350 years of professional experience and have performed thousands of bottled water audits.

NSF Accreditations

NSF's many accreditations include:

- Product certification: ISO 17065 from ANSI (American National Standards Institute)
- SQF and BRC from ANSI
- ISO 9001, ISO 14001 & FSSC 22000 from ANAB (ANSI-ASQ National Accreditation Board)
- Laboratory certifications: ISO/IEC 17025, NELAC and NELAP

NSF Online

NSF Online is a secure, Web-based management portal that enables clients to manage their audits, test reports, corrective actions and accounting information, while also providing valuable business intelligence and trend analysis data.

NSF Training and Education

As public health and safety standards evolve around the world, companies must make sure their employees receive essential education and training to stay ahead of the curve. NSF International understands the challenges businesses face, and provides timely and pertinent public health training and instruction for the global food industry at all levels to achieve positive results. Please go to www.nsf.org for more information.

NSF Support

NSF has designated key contacts for the IBWA Audit Program:

- Myla Estacio, Technical Manager, Beverage Quality (T: 1-734-913-5738 / E: mestacio@nsf.org)
- Anna Ciechanowski, Senior Project Manager, Beverage Quality – (T: 1-734-827-5623 / E: aciechanowski@nsf.org)
- Valbona Malo, Business Unit Manager, Beverage Quality (T: 1-734-769-8010 / E: malo@nsf.org)

APPENDIX D
2022 IBWA BOTTLER INFORMATION FORM
2022 IBWA CANDIDATE BOTTLER INFORMATION FORM

Please complete the attached two-page 2020 Bottler Information Form (BIF) or Candidate Bottler Information Form (CBIF) for every plant to be inspected and fax them to Bob Hirst or Al Lear at IBWA at (703) 683-4074, or email scanned copies to Bob Hirst at bhirst@bottledwater.org. To facilitate the scheduling of your inspection, **it is advisable to return this form to IBWA before February 28, 2022.** If you operate more than one bottling facility, please duplicate the form and return **ONE FORM FOR EACH PLANT.** If a form is not received for each plant, the audit contractor may not be able to schedule the necessary inspections in 2022. Please note also that inspection fees may be based on the date the BIF/CBIF is received by them. LISTINGS OF MULTIPLE PLANTS MAY ALSO BE SUBMITTED IN SPREADSHEET FORMAT.

IMPORTANT NOTES:

1. Your annual IBWA dues do not cover the base inspection fee provided in the inspection contracts. You must add the applicable inspection fee(s) to your dues payment.
2. Your annual inspection fee covers ONE TRIP to your facility by the audit company. The fee does NOT cover the cost of a second visit to your facility(ies) if the first inspection is canceled. Members are billable for a rescheduled inspection and will incur another audit fee plus the auditors' travel expenses for subsequent visits after a canceled audit.

2022 IBWA BOTTLER INFORMATION FORM

Please complete the following form and return it to IBWA **by January 31, 2022**. This information will be used to update our records and schedule your facility for a 2021 plant inspection. ***Complete one form, including Parts I-IV for each bottling plant.*** Thank you for your immediate attention.

PART I. Please fill in the blanks with the correct information.

COMPANY NAME: _____

USPS STREET ADDRESS OF PLANT: _____ (Not a P.O. Box)

PHYSICAL ADDRESS OF PLANT: _____

CITY, STATE, ZIP: _____

TELEPHONE NUMBER: _____

PLANT CONTACT PERSON & EMAIL ADDRESS: _____

ALTERNATE CONTACT PERSON & EMAIL ADDRESS: _____

DAYS AND TIME BOTTLING IS PERFORMED: _____

(please specify)

TYPE OF INSPECTION IN 2021:

___ **IBWA TIER 1 ON-SITE AUDIT** (Standard IBWA Inspection)

Please select one Tier 1 audit contractor: EAGLE Certification Group ___ Eurofins Scientific Inc. ___ NSF International ___

___ **IBWA TIER 2** (GFSI-based audit with completed IBWA Tier 1 checklist) ___

IBWA-approved audit company selected for Tier 2 audit: _____

COMPLETE THE FOLLOWING FOR IBWA TIER 1 INSPECTIONS ONLY!

1. Do you anticipate any major plant renovation or equipment changes in your plant which would impact the timing of an inspection in 2022?

☐ Yes ☐ No

If yes, please give approximate date(s). _____

****NOTE:** If there is a change in the above date(s), you must notify IBWA immediately.**

2. Please give nature of renovations and/or equipment change below:

☐ Plant Construction ☐ Equipment Installation
☐ Plant Relocation ☐ Other

PART II. For source waters, please check the applicable treatment methods. If your answer is not listed, write in your answer in the space marked "other". See key below for codes.

SOURCE WATER	TREATMENT METHODS									
	AC	DI	DE	OZ	ME	RO	UV	AE	MI	Other (Specify)
SPRING										
ARTESIAN WELL										
WELL										
MUNICIPAL SYSTEM										
*OTHER										
*(SPECIFY OTHER SOURCE TYPE) _____										
For spring source, check method of collection.										
Borehole _____ Collection Box _____ Other _____										

KEY: AC=Activated Carbon; DI=Distillation; DE=Deionization; OZ=Ozonation; ME=Mechanical Filtration; RO=Reverse Osmosis; UV=Ultra Violet; AE=Aeration; MI=Micron Filtration

PART III. Check finished product disinfection method.

FINISHED PRODUCT	DISINFECTION		
	OZ	UV	OTHER (specify)
SPRING WATER			
ARTESAN WELL WATER			
PURIFIED WATER			
PURIFIED WATER WITH MINERALS ADDED			
OTHER: _____			

PART IV. Check product container size and type used for packaging.

PACKAGE SIZE	TYPE OF PACKAGE				
	POLYCARBONATE	PET	HDPE	GLASS	OTHER (specify)
5 GALLON					
3 GALLON					
2 1/2 GALLON					
1 GALLON					
1/2 GALLON					
20-25 OZ					
16.9 OZ (0.5 LITER)					
12 OZ					
8 OZ					
OTHER: _____					

2022 IBWA CANDIDATE BOTTLER INFORMATION FORM

Please complete the following form and return it to IBWA **by January 31, 2022**. This information will be used to update our records and schedule your facility for a 2021 plant inspection. ***Complete one form, including Parts I-IV for each bottling plant.*** Thank you for your immediate attention.

PART I. Please fill in the blanks with the correct information.

COMPANY NAME: _____

USPS STREET ADDRESS OF PLANT: _____ (Not a P.O. Box)

PHYSICAL ADDRESS OF PLANT: _____

CITY, STATE, ZIP: _____

TELEPHONE NUMBER: _____

PLANT CONTACT PERSON & EMAIL ADDRESS: _____

ALTERNATE CONTACT PERSON & EMAIL ADDRESS: _____

DAYS AND TIME BOTTLING IS PERFORMED: _____ (please specify)

PLEASE SELECT ONE CANDIDATE AUDIT CONTRACTOR:

EAGLE Certification Group ____ Eurofins Scientific Inc. ____ NSF International ____

COMPLETE THE FOLLOWING FOR IBWA TIER 1 INSPECTIONS ONLY!

1. Do you anticipate any major plant renovation or equipment changes in your plant which would impact the timing of an inspection in 2022?

☐ Yes

☐ No

If yes, please give approximate date(s). _____

****NOTE:** If there is a change in the above date(s), you must notify IBWA immediately.**

2. Please give nature of renovations and/or equipment change below:

☐ Plant Construction ☐ Equipment Installation

☐ Plant Relocation ☐ Other

PART II. For source waters, please check the applicable treatment methods. If your answer is not listed, write in your answer in the space marked "other". See key below for codes.

SOURCE WATER	TREATMENT METHODS									
	AC	DI	DE	OZ	ME	RO	UV	AE	MI	Other (Specify)
SPRING										
ARTESIAN WELL										
WELL										
MUNICIPAL SYSTEM										
*OTHER										
*(SPECIFY OTHER SOURCE TYPE) _____										
For spring source, check method of collection.										
Borehole _____ Collection Box _____ Other _____										

KEY: AC=Activated Carbon; DI=Distillation; DE=Deionization; OZ=Ozonation; ME=Mechanical Filtration; RO=Reverse Osmosis; UV=Ultra Violet; AE=Aeration; MI=Micron Filtration

PART III. Check finished product disinfection method.

FINISHED PRODUCT	DISINFECTION		
	OZ	UV	OTHER (specify)
SPRING WATER			
ARTESIAN WELL WATER			
PURIFIED WATER			
PURIFIED WATER WITH MINERALS ADDED			
OTHER: _____			

PART IV. Check product container size and type used for packaging.

PACKAGE SIZE	TYPE OF PACKAGE				
	POLYCARBONATE	PET	HDPE	GLASS	OTHER (specify)
5 GALLON					
3 GALLON					
2 1/2 GALLON					
1 GALLON					
1/2 GALLON					
20-25 OZ					
16.9 OZ (0.5 LITER)					
12 OZ					
8 OZ					
OTHER: _____					

Please complete the following form and return it WITH FULL PAYMENT to IBWA by **January 31, 2022**.

EMAIL: cbass@bottledwater.org