

Transportation Emergency Response Service Provider (TERSP) Standard – TERSP Assessment Summary

TERSP Assessed:	CEDA Reactor Ltd. CEDA Emergency Response Team (CERT) Alberta
TERSP location:	2120-121 Ave NE Edmonton, Alberta T6S 1B1
TERSP area of coverage	Alberta plus part of British Columbia and Saskatchewan
Date:	2008-12-02
Assessors:	Team Leader - Ernie Wong, Principal, EW Compliance & Response Inc. Team member - Karl Tirschmann, Dangerous Goods Officer, CN Team member in training - Curtis Myson, TDG Specialist, Railway Association of Canada
Opportunities for improvement:	<ul style="list-style-type: none"> • Improve debrief documentation and tracking of follow-up items from responses and exercises. • Enhance the system to improve tracking/record keeping of equipment periodic maintenance. • Incorporate specialized training needs (content and frequency) into the training matrix.
Best practices for sharing:	<ul style="list-style-type: none"> • The CEDA Training Competency Tracking Database is being implemented, will provide percentage of compliance and future training needs.
Recommendation for registration:	Approved by TEAP III Editorial Board – 2010-04-26 Next location assessment due 2010-12

Transportation Emergency Response Service Provider Standard – TERSP Capability Chart

CONTACT DETAILS	TDG CLASS	MODE OF TRANSPORT			CONTAINERS (small/large)	STABILIZATION ¹ (X, S, O, SO)	MITIGATION ² (X, S, O, SO)	REMARKS
		M	RR	HW				
COMPANY NAME: CEDA Reactor Ltd. ADDRESS: PO Box 3009 Sherwood Park, AB T8H 2T1 MANAGEMENT CONTACT: Mike Grue TEL: (780) 472-6766 FAX: (780) 472-6789 EMAIL: mgrue@cedagroup.com 24-HR. ACTIVATION NO: 1-888-793-2378 24-HR. CONTACT (POSITION): On-Call Team Leader GEOGRAPHICAL COVERAGE OF THIS LOCATION: ALBERTA DATE COMPLETED: December 2, 2008 BY (NAME & POSITION): Mike Grue Division Manager, CERT AB	1		X	X	T/T, IM	X	X	Obtaining license renewal for transporting emulsions.
	2.1		X	X	T/T, T/C, c, IM	X	X	LPG transfer and flaring capabilities.
	2.2		X	X	T/T,T/C, c, IM	X	X	
	2.3		X	X	T/T,T/C, c, IM	X	X	Sulfur Dioxide "A" Kit Chlorine "A, B, C" Kit NH ₃ transfer and flaring capabilities
	3		X	X	ALL	X	X	
	4.1		X	X	T/T, c, SC, LC, IM	X	X	molten sulphur
	4.2		X	X	T/T, c, SC, LC, IM	X	X	
	4.3		X	X	T/T, c, SC, LC, IM	X	X	Phosphorous Ammonium nitrate
	5.1		X	X	T/T, T/C, c, SC, LC, IM	X	X	H ₂ O ₂ transfer
	5.2		X	X	T/T, T/C, c, SC, LC, IM	X	X	diethyl ether peroxide
	6.1		X	X	T/T, T/C, c, SC, LC, IM	X	X	pesticides
	6.2		X	X	T/T, T/C, c, SC, LC, IM	X	X	biohazard small containers
	7		X	X	SC, LC, IM	XS	XS	Stuart Hunt & Associates to provide Radiation Safety Officer (RSO) and specialized equipment.
	8		X	X	T/T, T/C, c, SC, LC, IM	X	X	Acid and base transfer capability Nitric, hydrochloric, sulphuric
	9		X	X	T/T, T/C, c, SC, LC, IM	X	X	mercury
Other								

LEGEND:

X - Performs operation in house, S - Sub-contracted, O - Resources from outside area region, M – Marine; RR – Rail; HW – Truck
 1. **Stabilization** includes operational activities directed towards ensuring the incident will not escalate by being able to detect, assess, stop and contain chemical leaks or spills (or potentials thereof) caused by a transportation incident involving dangerous or other goods.
 2. **Mitigation** includes operational activities directed towards assessment and initial product recovery by means of product displacement. Product displacement includes, but is not limited to, neutralization, de-activation, repackaging or over packing, flaring or depressurization.

Comment [ew1]: T/T = tank truck; T/C = tank car; c = cylinders all sizes; SC = small containers < 450 litres; LC = large container > 450 litres; IM = Intermodal
 The possible entries are: "All" or the specific container abbreviations as shown above.

Comment [I2]: Within 6 hour travel time by road averaging at 65 km/h

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QUESTION	TERSP		TERSPP COMMENT	ASSESSED		ASSESSOR COMMENT
	YES	NO		YES	NO	

Part 1 – Management

.1	Is there a statement of the TERSP's commitment addressing health, safety, and environment?	X		Corporate Health, Safety and Environmental Polices updated annually and signed off by President of CEDA International Corporation	X		Viewed Policy dated 2008-01-01 signed President and posted.
.2	Has responsibility for the management and updating of the TERSP Assessment (Capability Chart, TERSP comment and Emergency Response or Exercise Table) been assigned and documented?	X		Mike Grue Division Manager CERT Alberta	X		Viewed broad statement of responsibility for audits and verifications dated 2004-01-01. Verbal confirmation: Manual update to incorporate TEAP III TERSP requirements.
.3	Are the TERSP Capability Chart and Emergency Response or Exercise Table updated and submitted annually?	X		Submitted October 22,2008 to Senior Manager, Logistics, Technical Affairs, CCPA	X		Same as above.
.4	Have you identified and addressed all legal requirements associated with your business?	X			X		Viewed documents for TDG, WHMIS and WCB
.5	Does the company meet the following minimum insurance requirements?						
A	Is the company in good standing with relevant federal/provincial/territorial workers' compensation authority?	X		Letter of good standing WCB# 353830 AQ (091)	X		Viewed letter of good standing dated 2008-11-17
B	This item deleted from all TERSP assessments						
C	Public Liability and Property Damage, \$5 million	X		Zurich Insurance Policy #8833962 Policy # 9999706 commerce & Industry Insurance	X		Viewed policy dated 2008-09-26
D	Environmental, \$5 million	X		Policy # 103718 Lloyds of London	X		Viewed policy dated 2008-09-26
.6	Is there a system in place to notify TEAP III and affected clients of any change in capability and capacity?	X			X		Viewed broad statement of responsibility for audits and verifications dated 2004-01-01. Verbal confirmation: Manual update to incorporate TEAP III TERSP requirements.

Comment [W3]: Page: 3
TERSP: Provide proof of a full and positive statement of commitment to addressing issues of health, safety, and the environment.
Assessor: See policy statement and note date of issue and if signature is current

Comment [W4]: TERSP: The individual with responsibility to manage and update the TERSP Assessment must be identified and available.
Assessor: Note the person and position identified.

Comment [W5]: Page: 3
TERSP: Complete the Capability Chart and Emergency Response or Exercise Table and submit annually to TEAP III (Senior Manager, Logistics, Technical Affairs, CCPA, 805 – 350 Sparks Street, Ottawa, K1R 7S8); ensure that the chart is both current and dated. The TERSP Assessment is only completed when a site visit by assessors is planned.
Assessor: Is the Capability Chart and Emergency Response or Exercise Table

Comment [I6]: TERSP: If you have answered all questions related to regulatory compliance in the positive then you should enter YES here.

Comment [EXW7]: TERSP: Obtain current certificate from relevant workers compensation authorities (not to exceed 12 months).

Comment [EXW8]: Page: 3
TERSP: Have copy of policy available - Certificate of Insurance

Comment [EXW9]: Page: 3
TERSP: Have copy of policy available - Certificate of Insurance

Comment [G10]: TERSP: Provide copies of submissions to TEAP III and affected clients prior to changes significant enough that capability and/or capacity to execute the planned response is

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QUESTION	TERSP		TERS P COMMENT	ASSESSED		ASSESSOR COMMENT
	YES	NO		YES	NO	

Part 2 – Activation and Response

.1	Is there a 24-hour emergency response activation telephone number and a backup system?	X		1-888-793-2378 (780) 472-6766	X		Tested on 2008-12-08 during off hours – answering service recorded call back number and was connected to the On Call Team Leader.
.2	Is there a documented activation protocol (flowchart or other) for coordinators and response personnel in the event of an emergency, and are these shared with clients?	X		Activation Plan written and given to clients. See CERT Administration Standard Operating Procedure (SOP)	X		Viewed CEDA Emergency Activation Plan that is customized for each client. Comment: Flowchart is a good illustration of the process.
.3	Does the TERSP use a standard form to record incident information?	X		Initial Response Guide See CERT Administration SOP	X		Viewed: Initial Response Guide form dated 2005-06-16; Completed form
.4	Is there 24-hour ready access to current MSDSs for all products that may require an emergency response?	X		Have Internet Air Card to access Internet 24hrs for Telus Mobility Network to access CEDA Network MSDS's, CCINFO, WISER, ETC.. Information provided by client both Hard copy and electronic format	X		Comment: Client is to provide MSDS when activating a response.
A	What is the source for this information? • Internet • CD database • paper copy • CANUTEC • shipper/manufacturer • other	X		http://ccinfoweb.ccohs.ca/msds/search.html CD Library and CEDA Database Client ER Plans Canutec *666 Shipper/Manufacture	X		Viewed: laptop with an AirCard is available at the CEDA facility; MSDS from a client plan.
.5	Are there documented Standard Operating Guidelines for dealing with response to all products/classes/means of containment identified in the Capability Chart? What SOGs are used?	X		See CERT Chemical Specific SOP Client supplied product procedures on file See CERT ability to respond procedure –See CERT Administration SOP	X		Viewed transfer guidelines for LPG, NH ₃ , formaldehyde and flaring. Verbal confirmation: Static Electricity and Capping kits SOPs are to be updated and renamed as SOG.

Comment [W11]: Page: 4
TERSP: Is there a secondary number to the primary activation telephone number? For example, a telephone number with area code as well as an 1-800 telephone number or two activation telephone numbers but at different locations?
Assessor: Assessor will run a check on primary activation telephone number without prior warning. Assessor will record time of activation call and time of call back.

Comment [EXW12]: TERSP: Document alerting process to activate response, ensure this is communicated to clients.
Assessor: Check protocol; may include a call down list, flowchart or contact list. Check how this protocol is shared with clients.

Comment [EXW13]: TERSP: Provide a copy of the basic form or checklist used to record details of each call received.
Assessor: Verify that a form or checklist exists and check that the form has been used (ask for five completed forms).

Comment [EXW14]: TERSP: All product hazard information for use in emergency response incidents must be available. This includes current MSDS' and demonstration that this information is accessible 24 hours a day.

Comment [G15]: TERSP: Demonstrate means of accessing information.
Assessor: If information source is laptop at scene, ensure adequate power supply and determine computer literacy of a registered Team Leader. If paper copies, check and

Comment [EXW16]: TERSP: SOGs include pre-trip checklist, site safety plan, situation analysis, reconnaissance, damage assessment, static electricity control, transfer of pressure and low pressure commodities, flaring, disposal, etc. List

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	YES	NO		YES	NO	

Part 2 – Activation and Response (cont'd)

.6	Are there documented guidelines for decontamination?	X		New corporate on line program is completed but not issued.	X		Viewed simple decontamination guidelines including diagrams. Verbal confirmation: Will be incorporated into the new SOG Manual.
.7	Are response activities for incidents documented and provided to the client after an incident?	X		Chronological job reports and formal job reports when requested	X		
.8	What is the target mobilization time from receiving an initial activation call to rolling with response team and equipment for incidents requiring immediate response:						
A	During regular business hours	X		15-20 mins 0800hrs – 1700hrs	X		Viewed report 2008-08-02 :on scene in 30 minutes
B	Outside regular business hours	X		60-90 min	X		Viewed reports: 2008-08-03 – 3 hours on scene with 90 minute travel 2008-04-22 – 80 minutes
.9	Is a debrief conducted and documented after each response with gaps identified and corrective actions? Is the client involved where appropriate?	X		Debrief forms available when required. Not necessary for all jobs	X		Viewed debrief form for 2008-10-27 no follow-up items identified. Observation: Need to develop tracking tool for gaps and corrective actions.
.10	Is the TEAP III Standard TER Performance Form submitted to TEAP III?	X		CEDA will utilize the new TER performance form	X		Verbal confirmation: Will be incorporated into the new SOG Manual.
.11	If you are listed in a client's ERAP, do you have a copy of the client's ERAP?	X		ERAP Available electronically and on Paper	X		Viewed ERAP noted CEDA as the response service provider dated 2007-12-05 Version 1 Rev. 4. Contains signed agreement with other TERSPs.
.12	If you are listed in another TERSP client's ERAP, do you have a copy of that client's ERAP?	X		ERAP Available electronically and on Paper	X		Viewed ERAP that lists CEDA as a subcontractor. Observation: Signed agreement not available.

Comment [EXW17]: TERSP: Provide copies of documented incidents for TEAP III participants (CCPA, CACD and RAC) which include registered Team Leaders and team members.
Assessor: Review examples of documented incidents for completeness (e.g. details of activation call, response report, work order, job reports, photographs, at least one registered Team Leader and team member).

Comment [EXW18]: TERSP: Identify regular hours of business (e.g. 09h00 to 17h00)
Assessor: Review three incident records noting time range of mobilization and identify size of team deployed.

Comment [I19]: TERSP: Maintain records of any corrective action required and taken.
Assessor: Review at least two corrective actions that have been implemented.

Comment [LL20]: TERSP: This form is required to be submitted for any activation on behalf of a CCPA, CACD or RAC member. State how many have been submitted.
Assessor: Check with TEAP III how many of the forms have been fully completed when submitted.

Comment [I21]: TERSP: Should have a copy of each client's ERAP for which they have an agreement to respond. If does not apply, indicate NA.
Assessor: If applicable, check.

Comment [I22]: TERSP: Should have a copy of each ERAP for which they have an agreement to respond on behalf of another TERSP. If does not apply, indicate NA.
Assessor: If applicable, check.

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QUESTION	TERSP		TERSPP COMMENT	ASSESSED		ASSESSOR COMMENT
	YES	NO		YES	NO	

Part 3 – Resources

3.1 - Contact list, third party resources and mutual aid

.1	Are current contact lists available for: <ul style="list-style-type: none"> • response coordinators • Team Leaders and team members • clients • government agencies Is there a system in place to ensure that the contact lists are maintained current?	X		Responder Phone list, clients other resources, etc kept electronically Phone lists are updated electronically on an on going basis Environmental Emergency contact list kept and updated by Environment Canada.	X		Viewed lists: Individuals have several contact numbers; Regular and casual team members listed along with other TERSPs. Observation: Need to develop frequency of update and add date to the document.
.2	Has a list of equipment resource services (e.g. vacuum trucks, heavy moving equipment) in TERSP response area been developed?	X		Resource lists in all offices and response vehicles, updated electronically and distributed. See CERT Administration SOG	X		Viewed list of resources (e.g. heavy equipment, trucking, aircraft, gas detectors) dated 2008-10-27
.3	Is any unique equipment or personnel outsourced? If yes, does written agreement exist:	X		Class 7 specialist from Stuart Hunt and associates. Letter on file	X		Viewed agreement dated 2008-07-14
.4	Are written agreements established with other TERSPs?	X		On file in CERT Administration SOG	X		Viewed agreements with Quantum, Envirotec, MD-UN, RST
.5	Are these other TERSPs registered with TEAP III?	X		Other TERSP'S are currently being assessed and will be completed by Dec 31, 2008 or in accordance with TEAP III timelines	X		Viewed list that most TERSPs are planning to be registered with TEAP III.

Comment [EXW23]: TERSP: Provide copies of contact lists that include work and home numbers (including consideration of weekends and vacations) where appropriate; designates should also be listed. List must be dated.
Assessor: Check for current list. Are all categories of numbers included (home, office ...)? Record date. Ensure there is a means for maintaining up to date contact information; e.g. is it updated every three or six months?

Comment [EXW24]: TERSP: Produce list of equipment resource support services.
Assessor: Verify that a list exists and note the last update.

Comment [I25]: TERSP: Do you outsource, e.g. 150 lb cylinder coffin, vent and burn operations? If so, document the access protocol.
Assessor: Check for protocol and /or written agreement.

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QUESTION	TERSP		TERS P COMMENT	ASSESSED		ASSESSOR COMMENT
	YES	NO		YES	NO	

Part 3 – Resources (cont'd)							
3.2 – Equipment and Materials							
.1	Is there a reliable means of communication between involved parties in the incident?	X		5 cell phones 2 Truck Phones 1 Satellite Phone 4 Laptops 4 Radios 6 Truck Radios	X		Viewed: Intrinsically safe radios; Truck radios; Laptops
.2	Does the company meet the requirements of the TERSP Standard Essential and Specialty Equipment List?	X		This location exceeds	X		Viewed the equipment meeting the requirements.
.3	Does the list include equipment required to respond to all chemicals, modes of transport and means of containment identified in the Capability Chart?	X			X		Viewed Specialty equipment meeting the stated capability.
.4	Are programs in place for ensuring equipment meets applicable Canadian certification and registration requirements?	X		Written Statements of inspection and 3 rd party certificates when applicable	X		Viewed Safety inspection of vehicles.
.5	Does the company engage in initial and ongoing communications with clients regarding unique equipment requirements for their chemicals?	X		When new equipment is purchased that is of use to a client, they are advised.	X		Verbal confirmation: All agreements will be renewed which will specify equipment and training requirements.

Comment [g26]: TERSP: Identify equipment and quantities available. Assessor: Check that equipment exists and is in working order. Ask about provisions for working in remote areas.

Comment [I27]: TERSP: Essential equipment must be at the location. Specialty equipment as required for contracted chemical response. Assessor: Check that essential equipment is at the location; verify specialty equipment if contracted for such responses

Comment [EXW28]: TERSP: Ensure you have equipment above and beyond essential for all chemicals, modes of transport and means of containment for which you provide response. Assessor: Check list and inventory against the capability chart.

Comment [EXW29]: TERSP: Examples are CSA; CGSB; CVOR; Transport Canada; provincial transportation, gasoline handling and so on. Prepare procedures and where required maintain records of checks, proof of approval, license and regulations. Assessor: Check records and approvals.

Comment [G30]: TERSP: Primary responsibility is on the client to establish communications. Assessor: Look for evidence of TERSP participation in the communication process.

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QUESTION	TERSP		TERS P COMMENT	ASSESSED		ASSESSOR COMMENT
	YES	NO		YES	NO	

Part 3 – Resources (cont'd)						
3.3 – Personnel						
.1	How many response personnel are trained to the TERSP Standard Training Matrix?					
A	TEAP III registered Team Leaders:	X		4 Team Leaders	X	M. Grue, N. Taylor, A. Globe, B. Clark Reviewed records of 2 team leaders
B	TEAP III registered team members:	X		Included in the Team Leaders above	X	Team members are all Team Leaders
C	Other Team Leaders:	X		100+ CEDA employees' available if required	---	Records were not reviewed
	Other team members:	X				
.2	Is there a fit for duty program?	X		Medical Assessments every 2 years Health Surveillance questionnaire program in place	X	Comment: For all CERT employees Verbal confirmation: Will be included in the CEDA Training Competency Tracking Database
.3	Is there post-incident stress management program?	X		CEDA Human Resources has retained Kellar and Associates for our employee assistance program and Post incident stress Management is available through this	X	Viewed as part of the new employee orientation-training package.

Comment [I31]: TERSP: A TEAP III registered Team Leader must be current on all requirements in the TERSP Standard Training Matrix.
Assessor: Record the names, all records must be checked and up to date.

Comment [I32]: TERSP: A TEAP III registered team member must be current on all requirements in the TERSP Standard Training Matrix.
Assessor: Record the names, all records must be checked and up to date.

Comment [EXW33]: TERSP: Describe the elements of your fit for duty program and frequency of re-assessments.
Assessor: Review program documentation and make notes on the elements but do not record individual's information.

Comment [I34]: TERSP: Describe the elements of post-incident stress management program.
Assessor: Review program documentation and make notes on the elements.

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QUESTION	TERSP		TERS P COMMENT	ASSESSED		ASSESSOR COMMENT
	YES	NO		YES	NO	

Part 4 – Preparedness						
4.1 – Training						
.1	Is the training program established in accordance with the TERSP Standard Training Matrix?	X			X	Viewed matrix Verbal confirmation: Training matrix is to be expanded in the corporate database
.2	Is training conducted using specialty or unique equipment?	X		Specialty training is conducted by clients using specialty equipment	X	Verbal confirmation: Part of the new agreements in the future section 4.3.
.3	Is the training content documented for each module?	X		CEDA Competencies Power point presentations and manuals are all held in the office for review at any time.	X	Viewed: Several training modules are available on the company intranet; Specialty chemicals phenol and organic peroxide.
.4	Are training records maintained for Team Leaders and team members for a minimum of three years?	X		Personnel files in office	X	Comment: Starting to utilize corporate Training Competency Tracking Database. Verbal confirmation: Developing profile for team leader and team member positions on tracking database.
.5	If you respond to railway mode, is a railway dangerous goods response training course part of your training matrix? If yes, have all TEAP III registered Team Leaders and team members met this requirement?	X		One Team Leader will complete Advanced Rail Car in Spring 2009 All Team leaders have attained the Advanced Tank Car specialist training program in Pueblo, CO	X	Viewed tracking in the corporate database.
4.2 –Exercises						
.1	Have Team Leaders demonstrated competency for each SOG through training or equivalency granted for a response?	X			X	Verbal confirmation: To be included in the training matrix within the corporate tracking database.
.2	Is a debrief conducted and documented after each exercise with gaps identified and corrective actions?	X		Debriefs are conducted but not necessarily documented		Comment: documentation not available. Observation: corrective actions should be tracked.

Comment [I35]: TERSP: Describe your training program and how it meets or exceeds the TERSP Standard Training Matrix and all regulatory requirements. Assessor: Review documentation to ensure that all elements of the TERSP Standard Training Matrix and regulatory requirements are covered, note frequency of training.

Comment [G36]: TERSP: See item 3.2.5. Assessor: Look for evidence of TERSP training for specialty or unique equipment including SOG, PPE, detection equipment and associated instructions.

Comment [EXW37]: TERSP: Ensure that internal training documentation includes objectives, course content, required resources (A/V, props, etc.) and competency assessment for each module. Proof of external training can be done by showing institution issued certificates and course objectives. Assessor: Check five internal training modules for above mentioned requirements.

Comment [I38]: TERSP: Identify the training such as but not limited to: RAC Understanding Railway Dangerous Goods Response; technician level or tank car specialist from a recognized emergency response training institution such as TTCI ERTC, Lambton College, Justice Institut...

Comment [I39]: TERSP: The following SOGs should be identified in your training program if the TERSP is expected to perform: Disciplined Approach; Safe Work Guidelines; Liquid Transfer using Liquid Pump; Transfer Using Pressure; Transfer using Vapour; Venting; other, specify. ...

Comment [I40]: TERSP: Maintain records of any corrective action required and taken. Assessor: Review at least two corrective actions that have been implemented.

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	YES	NO		YES	NO	
.3 Is documentation for each exercise and debrief maintained for at least three years?	X		Not all exercises and debriefs are documented	X		Viewed sign-in sheet for exercise on 2007-02-08. Observation: Improve records (activity details) of special training sessions.

Comment [I41]: TERSP: Exercise and debrief records should be kept for at least three years.
Assessor: Check for an exercise/debrief record from two years ago.

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	YES	NO		YES	NO	

Part 4 – Preparedness (cont'd)

4.3 – Equipment Maintenance

.1	Is a program established for equipment inspection, maintenance and testing?	X		Maintenance log books kept for equipment and statement of frequency	X		Viewed maintenance program document Verbal confirmation: Level A suits will be inspected as per manufacturer's recommendation.
.2	Are records kept of inspection, testing and maintenance for at least three years for:						
A	TERSP Essential and Specialty Equipment List, where applicable?	X		Maintenance log books kept for equipment and statement of frequency	X		Viewed inspection logbook.
B	Transportation equipment?	X		Maintenance log books kept for equipment and statement of frequency	X		Viewed vehicle safety inspections

Part 5 – Hazardous Waste and Hazardous Recyclable

.1	Does the TERSP have a permit or certificate to:						
A	Transport hazardous waste and/or hazardous recyclable materials?	X		Alberta Carrier License - ABC 1117	X		Viewed document.
B	Receive to dispose or recycle hazardous waste and/or hazardous recyclable materials?	X		Alberta Receiver License - ABR1 082 Alberta Generator Number-ABG 10771	X		Viewed documents.
.2	Are any of the above performed by a sub-contractor?	X		Aaron Johnson Trucking ABC 02374	X		Viewed document.

Comment [EXW42]: TERSP: Show evidence of an equipment testing and maintenance program that is in accord with manufacturer recommendations or regulatory requirements. Suggest a matrix be established to demonstrate compliance. Assessor: Verify that program exists and is current (matrix, software, etc.); ask how often a calibration test is supposed to be done.

Comment [I43]: TERSP: Maintain test, inspection and maintenance records that are relevant to materials on the *Essential and Specialty Equipment List*; e.g. instrumentation such detectors and ohm meters, SCBA, Level A suits, transfer ...

Comment [EXW44]: TERSP: Have test, inspection and maintenance records for vehicles used to transport equipment and manpower to incident scenes. Assessor: Check for records of safety inspection and environmental emissions controls, such as annual brake and tire ...

Comment [I45]: TERSP: Specify class of hazardous waste and/or hazardous recyclable materials that the permit/certificate covers. Assessor: Check the permit/certificate for currency, note the certificate number and expiry date in the assessor comment box.

Comment [I46]: TERSP: Specify class of hazardous waste and/or hazardous recyclable materials that the permit/certificate covers. Assessor: Check the permit/certificate for currency, note in the assessor comment box the certificate number and expiry date.

Comment [EXW47]: TERSP: Identify the subcontractor(s) and for what class of hazardous waste and/or hazardous recyclable materials. Assessor: Check if there is reference in the TERSP written protocol and a written agreement. Note in the assessor comment ...

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Part 6 – Marine Chemical Emergency Response *(optional and not part of TERSP Assessment)*

Note: This section should be completed by those TERSPs that provide or wish to provide emergency response services in the marine mode specifically to vessels carrying or using hazardous materials (hazardous and noxious substances or "HNS"). Such response may be provided to bulk vessels, container vessels, barges, ferries, etc. while in berth, alongside, at sea or in transit

		Yes	No	TERSP Comment			
.1	Does your company provide emergency response to marine HNS incidents in:						
	(a) deep sea operations?		X				
	(b) coastal operations?		X				
	(b) in port or while loading or unloading?		X				
.2	What marine geographic areas do you cover?		X				
.3	Do you have specialized documented procedures for marine HNS emergency response?		X				
.4	Do you have boat(s) or other means for accessing vessels not at berth?		X				

Comment [I48]: TERSP: This is an optional part which you are free to complete or ignore. There will be no assessment provided for this section. Assessor: Do not check or question any information provided here.

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Part 7 – Community Involvement and Sustainability *(optional and not part of TERSP Assessment)*

		Yes	No	TERSAP Comment			
.1	This question has been removed.						
.2	Do you participate in TransCAER® outreach events? If yes, how? Provide list of dates and activities for the past two years.	X		March 2007 – Westlock, Alberta June 2007 – Alberta Fire Chiefs Conference September 2007 - Brooks, Alberta			
.3	Do you belong and participate in a trade association such as CERCA, CCPA, CACD, RAC and/or other (describe other)? Describe your involvement.	X		CERCA – Operating committee, TEAP3 Liaison Sub-committee CACD –Western Sub-Committee (JERCS) BOE St Louis May 2008			
.4	Do you belong or contribute to local community enhancement program? If so, describe. Do not include donations to local hockey team sweater purchase fund or the like.	X		United Way Fallen Fighters			
.5	Do you have an environmental management system in place? If so, describe. Examples are vehicle emissions reduction, idling program, office paper recycling, controlling ER activity emissions such as dry connects, purge techniques, controlling run off...	X		1. Environmental friendly promotion program in place. 2. Office paper recycle program 3. Office bottle recycle program 4. Environmental newsletter produced by Head Office			

Comment [I49]: TERSP: This is an optional part which you are free to complete or ignore. There will be no assessment provided for this section. Assessor: Do not check or question any information provided here.

**Transportation Emergency Response Service Provider Standard -
TERSP Emergency Response or Exercise Table (previous 12 months only)**

TDG Class	Shipping Name	Date of last response	Team Leader, last response	Date of last exercise	Team Leader(s), last exercise	Activity performed during exercise or response	Assessor
							• Documentation reviewed?
1							
2.1	Propylene			2008-06	N. Taylor B. Clark A. Goble M. Grue	Flare T/C	Viewed exercise report
2.2	Compressed Gas N.O.S	2008-01	A. Goble B. Clark			Capping 150#	
2.3	Chlorine	2008-04	M. Grue A. Goble			Capping 1-ton cylinder	Viewed incident report
3	Crude Oil	2008-04-28	B. Clark N. Taylor A. Goble			T/T Rollover - drilled and transfer	Viewed incident report
4.1	Sulfur	2008-06	B. Clark N. Taylor			Plugging and Patching - drum	
4.2							
4.3	Phosphorus	2007-01	N. Taylor M. Grue			Disposal - pail	
5.1	Ammonium Nitrate			2007-09	M. Grue A. Goble	Rail Car Transfer live product	
5.2	Diethyl Ether Peroxide	2007-10	M. Grue B. Clark A. Goble N. Taylor			Transportation and Detonation of unstable chemicals – 4 liter containers	
6.1	Pesticides	2007-12	N. Taylor B. Clark A. Goble			Cleanup and Disposal of damaged pesticide containers (drums/pails)	
6.2	Bio Boxes	2008-06	A. Goble B. Clark			Handling and Disposal of Bio Boxes	

Comment [I50]: TERSP: Identify the activities performed during the response or exercise with product or simulated products, for example: plugging, over pack, transfer, capping, flaring/venting,

Comment [I51]: TERSP: Enter data from the previous year in the table; an actual response that has been documented and debriefed could fulfill the exercise requirement. Remediation work does not qualify.
Assessor: Check the table data entries against *Capability Chart* and that the data is from the previous year, note discrepancies.

**Transportation Emergency Response Service Provider Standard -
TERSP Emergency Response or Exercise Table (previous 12 months only)**

7	Unknown Radioactive	2008-09	A. Goble N. Taylor			Testing for potential radioactive materials – packaged van	
8	Hydrochloric Acid	2008-08	N. Taylor			Response to leaking totes – clean-up	Viewed incident report
9	Mercury and Mercury Debris	2007-09	B. Clark N. Taylor			Mercury Spill cleanup - laboratory	
Other							

Date table data entered (month and year): **October 2008**