

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

<b>TERSP Assessed:</b>	Shield Specialized Emergency Services Inc.
<b>TERSP location:</b>	# 100, 2257 Premier Way Sherwood Park, Alberta, T8H2M8
<b>TERSP area of coverage</b>	Alberta, Saskatchewan and British Columbia
<b>Date:</b>	2008-12-03
<b>Assessors:</b>	Team Leader - Ernie Wong, Principal, EW Compliance & Response Inc. Team member - Curtis Myson, TDG Specialist, Railway Association of Canada
<b>Opportunities for improvement:</b>	<ul style="list-style-type: none"> <li>• Enhance the system to improve tracking/record keeping of training and equipment periodic maintenance.</li> <li>• Incorporate specialized training needs (content and frequency) into the training matrix.</li> <li>• Improve debrief documentation and tracking of follow-up items from responses and exercises.</li> </ul>
<b>Best practices for sharing:</b>	<ul style="list-style-type: none"> <li>• Document management is well developed with sign off of responsibilities plus dating and file references.</li> <li>• All responses were debriefed.</li> </ul>
<b>Recommendation for registration:</b>	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 <sup>1</sup> (X, S, O, SO)	MITIGATION <sup>2</sup> (X, S, O, SO)	REMARKS
		M	RR	HW				
<b>COMPANY NAME:</b> <b>SHIELD SPECIALIZED EMERGENCY SERVICES INC.</b>  <b>ADDRESS:</b> <b># 100, 2257 PREMIER WAY SHERWOOD PARK, AB, T8H2M8</b>  <b>MANAGEMENT CONTACT:</b> <b>Mark Nadeau, M.Sc. President, CEO</b>  <b>TEL: 780-416-6082</b> <b>FAX: 780-416-6084</b> <b>EMAIL:</b> <b>Markn@shieldspecialized.com</b>  <b>24-HR. ACTIVATION NO:</b> <b>1-866-334-1290</b>  <b>24-HR. CONTACT (POSITION):</b> <b>On Call Team Leader</b>  <b>GEOGRAPHICAL COVERAGE OF THIS LOCATION:</b> <b>WITHIN 6 HOURS TRAVEL TIME OF SHERWOOD PARK, ALBERTA</b>  <b>DATE COMPLETED:</b> <b>December 03, 2008</b>  <b>BY (NAME &amp; POSITION):</b> <b>Mark Nadeau, M.Sc. President</b>	1							
	2.1			X	T/T, c	X		LPG transfer - flaring & capping
	2.2			X	c	X		Capping cylinders using chlorine A & B Kits
	2.3			X	c	X		Chlorine A & B Capping Kits
	3		X	X	T/T, T/C, SC, LC, c, IM	X	X	
	4.1		X	X	T/T, T/C, SC, LC, c, IM	X	X	molten sulphur
	4.2		X	X	T/T, T/C, SC, LC, c, IM	X	X	Phosphorous
	4.3		X	X	T/T, T/C, SC, LC, c, IM	X	X	Lithium, magnesium, aluminum phosphide
	5.1		X	X	T/T, T/C, SC, CL, c, IM	X	X	Hydrogen peroxide transfer Sodium chlorate, sodium nitrate
	5.2		X	X	T/T, T/C, SC, LC, c, IM	X	X	Benzoyl peroxide, peroxyacetic acid
	6.1		X	X	T/T, T/C, SC, LC, c, IM	X	X	perchloroethylene,
	6.2		X	X	T/T, T/C, SC, LC, c, IM	X	S	
	7		X	X	T/T, T/C, SC, LC, c, IM	X	S	uranium compounds (yellow cake)
	8		X	X	T/T, T/C, SC, CL, c, IM	X	X	Transfer capability Sulphuric, hydrochloric, HF
9		X	X	T/T, T/C, SC, LC, c, IM	X	X	Environmentally hazardous wastes	
Other								
<b>LEGEND:</b> X - Performs operation in house, S - Sub-contracted, O - Resources from outside area region, M – Marine; RR – Rail; HW – Truck 1. <b>Stabilization</b> 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. <b>Mitigation</b> 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		TERS P 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		Environmental Health and Safety Policy	X		Views policy dated 2008-05-15 signed by the president.
.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		Mark Nadeau, M.Sc.	X		Viewed signed document, Responsibilities by M. Nadeau dated 2008-05-23. Verbal confirmation: TERSP Assessment will replace CERCA Verification.
.3	Are the TERSP Capability Chart and Emergency Response or Exercise Table updated and submitted annually?	X		Chart reviewed annually	X		Verbal confirmation: Will be incorporated with above.
.4	Have you identified and addressed all legal requirements associated with your business?	X		Documented in COR –2008 Certificate	X		Viewed: list of applicable regulations, revised 2008-03-15; Certificate COR Audit received from Alberta Motor Transport Association dated 2008-08-07.
.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		Certificates Included	X		Viewed letter dated 2008-12-03 ref: #4912982
B	This item deleted from all TERSP assessments						
C	Public Liability and Property Damage, \$5 million	X		Certificate Included	X		Viewed certificate issued 2008-06-04 ref: #8434641
D	Environmental, \$5 million	X		Certificate Included	X		Same as above
.6	Is there a system in place to notify TEAP III and affected clients of any change in capability and capacity?	X		TEAP III will be notified by President of any changes	X		Verbal confirmation: Will be incorporated into TERSP Assessment responsibilities.

**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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	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		1-866-334-1290 or the main business number	X		Tested 2008-12-08 after 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		Emergency Response Plan Procedures for call activation – Incident Reporting Checklist included with final project report	X		Viewed flow chart and answering service instructions (Procedure for Message Receipt/Delivery) dated 2005-11-08.
.3	Does the TERSP use a standard form to record incident information?	X		Incident Reporting Checklist	X		Viewed checklist Revision 1, dated 2008-07-18
.4	Is there 24-hour ready access to current MSDSs for all products that may require an emergency response?	X		Portable PDAs, laptop and office coordinators. SHIELD Safety Binder with specialized chemicals MSDS from Clients	X		
A	What is the source for this information? <ul style="list-style-type: none"> <li>• Internet</li> <li>• CD database</li> <li>• paper copy</li> <li>• CANUTEC</li> <li>• shipper/manufacturer</li> <li>• other</li> </ul>	X		www.siri.org NIOSH Internet – SIRI.ORG Shipper/ Manufacturer Chemical Company Clients	X		Comment: Client is requested to provide a MSDS upon activation. Otherwise, utilize web or CANUTEC.  Observation: Should minimize the hard copies of MSDS because they are difficult to maintain current.
.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		SHIELD SOG binders  All SOGs are reviewed and utilized - Including Emergency Response Plan; Guidelines for Spill Response Initiatives, Guidelines for Dealing with Dangerous Goods Incidents	X		Viewed: grounding and bonding; ammonia transfer; chemical suits/respirator; formaldehyde emergencies; gasoline tank truck emergencies

**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		SOG Binders and Shield Hazmat Spill Response Awareness Courses - Decon Protocol Summary included	X		Viewed: Section 8 of SOG Binder P-Z; Decontamination Guidelines plus Decontamination Protocol Summary. Viewed report Job # 11647 2008-08-21: Written report summary sent to client including pictures; File folder includes (completed and signed) Incident Reporting Checklist, Safety Tool Box Meeting Report, ER Hourly Job Tracking Report, Call /Project Debriefing Checklist and current MSDS.
.7	Are response activities for incidents documented and provided to the client after an incident?	X		Incident reports provided to responsible parties.	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	20 Min.		Incident Reporting Checklist	X		Viewed reports: Job #11647 2008-08-21: 10 minutes; Job #11544 2008-07-14: 12 minutes
B	Outside regular business hours	45-60 Min.		Incident Reporting Checklist	X		Viewed reports: Job #11723 2008-09-21: 30 minutes; Job #11416 2008-04-24: 55 minutes
.9	Is a debrief conducted and documented after each response with gaps identified and corrective actions? Is the client involved where appropriate?	X		Project Debriefing Checklist Client involved if an incident occurs during the response.	X		Viewed completed Debriefing Checklist found in the job files noted above.
.10	Is the TEAP III Standard TER Performance Form submitted to TEAP III?	X		Will be included as part of President's responsibility.	X		Verbal confirmation: To be included in the next update
.11	If you are listed in a client's ERAP, do you have a copy of the client's ERAP?	X		ERAP binders in operations office	X		Viewed client ERAP identifies Shield and all sub-contracted resources including personnel.
.12	If you are listed in another TERSP client's ERAP, do you have a copy of that client's ERAP?	X		ERAP Binders in operations office	X		Viewed some ERAPs were available which identified Shield as a sub-contractor. Comment: Some product response information supplied but actual ERAP was not available although they have been requested.

**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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	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"> <li>response coordinators</li> <li>Team Leaders and team members</li> <li>clients</li> <li>government agencies</li> </ul> Is there a system in place to ensure that the contact lists are maintained current?	X		Shield Emergency Response Personnel Contact number list.  Maintained by Ron Nadeau	X		Viewed list including team members and leaders, government transportation, CANUTEC, etc.  Observation: Current version but needs to have documented dated.
.2	Has a list of equipment resource services (e.g. vacuum trucks, heavy moving equipment) in TERSP response area been developed?	X		Resource Contact list and Shield equipment list	X		Viewed lists: Excavators; Trucks; environmental laboratories; disposal sites. Observation: Current version but needs to have documented dated.
.3	Is any unique equipment or personnel outsourced? If yes, does written agreement exist:	X		Contractor verification form  Sub-Contractor Qualification Questionnaire and Agreement included		X	Comment: Signed agreements were not done
.4	Are written agreements established with other TERSPs?	X		As required for ERAP response – CERCA forms	X		Viewed signed agreement for ERAP that Shield is the primary responder. Observation: Signed agreements not available for when they are the sub-contractor
.5	Are these other TERSPs registered with TEAP III?	X		Most plan to be registered with TEAP III.	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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	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		24 hour On-call Service, can conference call to the team leader. Mobile Phones and smartphone	X		Viewed 3 Intrinsically safe radios
.2	Does the company meet the requirements of the TERSP Standard Essential and Specialty Equipment List?	X		Exceeds the requirements	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		As per Equipment List	X		Viewed H <sub>2</sub> O <sub>2</sub> response equipment stored in a separate container
.4	Are programs in place for ensuring equipment meets applicable Canadian certification and registration requirements?	X		Monthly Maintenance forms Shield Safety Handbook: Driver and Vehicle Policies and Procedures	X		Viewed Driver and Vehicle Policy and Procedures – Revision 5: 2008-02-26
.5	Does the company engage in initial and ongoing communications with clients regarding unique equipment requirements for their chemicals?	X		Participation in CERCA committee and CACD committee. Staff attends training sessions by clients covering requirements.	X		Viewed documentation for training with client 2007-07 (H <sub>2</sub> O <sub>2</sub> ) and 2008-06 (NH <sub>3</sub> )

**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 speciality 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.

## Transportation Emergency Response Service Provider Standard - TERSP Assessment

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	2	X		M. Nadeau, D. Zukowski Reviewed records of 2 team leaders
B	TEAP III registered team members:	X	5	X		M. Demuth, D. McCharles, A. Metz, M. Harrold, B. Scott Reviewed records of 2 team members.
C	Other Team Leaders: Other team members:	X	3	---	---	Records not reviewed
.2	Is there a fit for duty program?	X		X		Viewed Employment Enrollment Form has section on Health Surveillance – 2004-06-28
.3	Is there post-incident stress management program?	X		X		Viewed in manual dated 2008-02-26.

**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		TERS P Training matrix	X		Viewed TERSP Training Matrix which includes additional topic.
.2	Is training conducted using specialty or unique equipment?	X		As required for ERAP products	X		Viewed training documentation noted for 2 ERAP products. Observation: Frequency of refresher training should be established.
.3	Is the training content documented for each module?	X		Training documentation forms in operations office	X		Viewed HAZ-MAT Emergency Spill Response Awareness Course including static, decontamination, ICS, mercury recovery.
.4	Are training records maintained for Team Leaders and team members for a minimum of three years?	X		Emergency Response Team Employee Documentation for training maintained	X		Viewed individual training files.
.5	If you respond to railway mode, is a railway dangerous goods response training course part of your training matrix?	X		Rail Car Specialist	X		Viewed in the training matrix.
	If yes, have all TEAP III registered Team Leaders and team members met this requirement?	X		CN Railroad Emergency Response training course	X		

#### 4.2 –Exercises

.1	Have Team Leaders demonstrated competency for each SOG through training or equivalency granted for a response?	X		IFSAC certified training through the Justice Institute.	X		Viewed: certificates in personnel file; training logs.
.2	Is a debrief conducted and documented after each exercise with gaps identified and corrective actions?	X		Documentation completed	X		Comment: Was not available for 2007-09-25 exercise
.3	Is documentation for each exercise and debrief maintained for at least three years?	X		Documentation completed and maintained.	X		Viewed training log plus description. Observation: Consolidate description into the log would make tracking easier.

**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 ...

**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 TTC ...

**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 ...

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

**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		Monthly Equipment Maintenance Other requirements according to Shield's Safety Manual: Driver and Vehicle Programs and Procedures	X		Viewed: Level A suit testing annually; SCBAs are current; Client equipment checklist completed 2008-10-23
.2	Are records kept of inspection, testing and maintenance for at least three years for:						
A	TERSPP Essential and Specialty Equipment List, where applicable?	X		Specialized Equipment Maintained and inspection	X		
B	Transportation equipment?	X		Daily inspections and CVIP for commercial vehicles	X		Viewed vehicle safety is current.

### 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		Attached: Carrier Registration Letter; Permit for Equivalent Level of Safety; Safety Fitness Certificate	X		Viewed: ABC 10350 dated 2004-06-08 ABG 11770 dated 2004-06-08
B	Receive to dispose or recycle hazardous waste and/or hazardous recyclable materials?		X	Disposal and Recycling done by other licensed facilities	---	---	
.2	Are any of the above performed by a sub-contractor?	X		Disposal	X		

**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 ...

## Transportation Emergency Response Service Provider

### 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:		X				
	(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.

## Transportation Emergency Response Service Provider

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

		Yes	No	TERSP Comment			
.1	<b>This question has been removed.</b>						
.2	Do you participate in TransCAER® outreach events? If yes, how? Provide list of dates and activities for the past two years.	X		Have not participated in the last 2 years but are willing to participate.			
.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		Members of CERCA and AFCA CACD – ER review committee member ESSA - Member			
.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		Community drug alert program – advertizing support. Alberta Fire Chief's Association			
.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		Corporate policies SOG contamination controls Vehicle Idling policy Office product recycling Environmental Policy			

**Comment [149]:** 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	No calls						
2.1							
2.2							
2.3	NH3			2008-06-13	M. Nadeau/D. Zukowsky	Tanker leak with transfer set-up using CFI equipment	Viewed training log
3	Flammable Liquid NOS	2008-07-14	D. Zukowsky	2007-12-06 & 07	D. Zukowsky	T/T fuel transfer Trng: T/C static electricy	Viewed incident report Job #11544
4.1	Aviation fuel Solids with cardboard and gasoline	2008-06-23	D. McCharles				
4.2							
4.3				2008-04-01	M. Nadeau	UN3399; UN3207 Mock clean-up exercise	Viewed training exercise document.
5.1	Hydrogen Peroxide	2007-10-31	D. McCharles	2008-06-25	M. Nadeau	Tank car transfer response	
5.2	Organic Peroxide	2008-09-02	D. Zukowsky			Product overpack and transfer	
6.1							
6.2	BioHazard material - Contract to Trauma Scene -	2008-02-04	B. Olynik (sub-contract)			Decontamination of a van trailer	
7							

**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 fulfil 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)**

8	HF	2008-09-08	D. Zukowsky			Response: SC neutralized	Viewed incident report Job # 11666
				2008-03-18	D. Zukowsky		
9	(Oil) Environmental Hazardous Liquid	2008-07-18	D. McCharles			Product Recovery and Remediation / Reclamation	
Other	NR Liquids PEP SET	2008-08-24	M. Nadeau				

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