

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

TERSP Assessed:	Envirotec Services Inc.
TERSP location:	804 – 46 th Street East Saskatoon, Saskatchewan S7K 3V7
TERSP area of coverage	Saskatchewan
Date:	2008-12-17
Assessors:	Team Leader - Ernie Wong, Principal, EW Compliance & Response Inc. Team member - Louis Laferriere, Senior Manager, Logistics, CCPA Team member in training - Dan Dupuis, Regulatory Affairs Manager, CLEARTECH
Opportunities for improvement:	<ul style="list-style-type: none"> • Improve debrief documentation and tracking of follow-up items from responses and exercises. • Incorporate specialized training needs (content and frequency) into the training matrix. • Enhance the system to improve tracking/record keeping of equipment periodic maintenance.
Best practices for sharing:	<ul style="list-style-type: none"> • ER Management Workbook used for responses. • Electronic documentation system for response records and reports is well established and maintained. • Electronic documentation of SOGs and equipment inventory is well established and maintained.
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: Envirotec Services Incorporated ADDRESS: 804 – 46 th Street East Saskatoon, Saskatchewan S7K 3V7 MANAGEMENT CONTACT: Lyle Clouatre TEL: (306) 244-9500 FAX: (306) 244-9501 EMAIL: lclouatre@envirotec.ca 24-HR. ACTIVATION NO: 1-877-244-9500 (Toll-Free) 24-HR. CONTACT (POSITION): Team Leader GEOGRAPHICAL COVERAGE OF THIS LOCATION: PROVINCE OF SASKATCHEWAN DATE COMPLETED: December 17, 2008 BY (NAME & POSITION): Lyle Clouatre General Manager	1							
	2.1		X	X	T/T, T/C, IM	X		1,1 flouroethane
	2.2		X	X	T/T, T/C, IM	X		nitrogen
	2.3		X	X	T/T, T/C, IM	X		hydrogen sulphide
	3		X	X	T/T, T/C, SC, LC, IM	X	X	
	4.1		X	X	T/T, T/C, SC, LC, IM	X	X	molten sulphur, borane tri-ethyl amine, aluminum paste
	4.2		X	X	T/T, T/C, SC, LC, IM	X	X	sodium hydrosulphide
	4.3		X	X	T/T, T/C, SC, LC, IM	X	X	aluminum phosphide, strontium
	5.1		X	X	T/T, T/C, SC, LC, IM	X	X	hydrogen peroxide, potassium permanganate
	5.2		X	X	T/T, T/C, SC, LC, IM	X	X,S	Can perform some internally but rely on assistance Ref. Agreement
	6.1		X	X	T/T, T/C, SC, LC, IM	X	X	sodium cyanide, phenol molten
	6.2							
	7		X	X	T/T, T/C, SC, LC, IM	X	X	Uranium Oxide (Yellow Cake) only.
	8		X	X	T/T, T/C, SC, LC, IM	X	X	sulphuric acid fuming, hydrochloric
	9		X	X	T/T, T/C, SC, LC, IM	X	X	Wastes
Other		X	X	T/T, T/C, SC, LC, IM	X	X	Glycol Other non-regulated commodities.	
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		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		Ref. Envirotec Safety Manual: Pg. 4, 9 and 64	X		Viewed statement, signed by President dated 2007-12
.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		Ref. Emergency Services Policies and Procedures Manual – Document Management – Pg. 14	X		Viewed Section 2.3.13 identifies ERSD Technical coordinator
.3	Are the TERSP Capability Chart and Emergency Response or Exercise Table updated and submitted annually?	X		First Time Submission - to be completed annually. This will be incorporated in the Emergency Response Services Division (ERSD), Emergency Services Policies and Procedures Manual, section 2.3.13	X		Reviewed 2008-12-17. Verbal confirmation: to be updated annually in December
.4	Have you identified and addressed all legal requirements associated with your business?	X		Service Agreement, Insurance	X		Viewed: CORE (Certificate of Recognition from SSA) #191 Certified dated 2005-05-26; Client Agreement identifies legal responsibilities.
.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		Ref. WCB Clearance Letter	X		Viewed clearance letter dated 2008-12-11.
B	This item deleted from all TERSP assessments						
C	Public Liability and Property Damage, \$5 million	X		Ref. Insurance Certificate	X		Viewed Certificate dated 2008-10-09
D	Environmental, \$5 million	X		Ref. Insurance Certificate	X		Viewed Certificate dated 2008-10-09
.6	Is there a system in place to notify TEAP III and affected clients of any change in capability and capacity?		X	To be included in website redesign	---	---	Verbal confirmation: To be included in Emergency Services Policies and Procedures Manual. Comment: No contractual agreements with clients. Done on a case-by-case

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	
						basis.

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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		1-877-244-9500 (Toll-Free U.S. / Can.) which is forwarded to a call center after hours or during a power failure		Tested 2008-12-22 during off hours – answering service recorded name/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		Ref. Emergency Response Management Workbook (ERMW) Pgs. 2 - 6 (Binder)	X	Viewed flowchart decision-making tool and form dated 2008 that also used to identify incident level.
.3	Does the TERSP use a standard form to record incident information?	X		Ref. Emergency Response Management Workbook (ERMW) Pg. 2	X	Viewed detail list of questions used to gather information including request for MSDS and who has been notified.
.4	Is there 24-hour ready access to current MSDSs for all products that may require an emergency response?	X		Envirotec can receive MSDS copies from the client at the time of call, CANUTEK and other electronic sources such as Google	X	
A	What is the source for this information? <ul style="list-style-type: none"> • Internet • CD database • paper copy • CANUTEK • shipper/manufacturer • other 	X X X X X		CAMEO, NOAA PEAC, NIOSH, SOG's Laptops / Printers in ER vehicles Cellular, satellite and fax comm. Cellular, satellite and fax comm.	X	Viewed: electronic MSDS file and printing capability; AAR Hand book; ERG; WISER
.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		Ref. Standard Operating Guidelines (SOG) and Safe Work Practices	X	Viewed: electronic file (LAN and disk) and paper copy; ER-0011 nitrogen leak detection; ER-0010 ¾" Wilden Double Diaphragm pump; ER-0028 Class 8 Acid-Inorganic; ER-0013 Grounding & Bonding

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		Ref. Emergency Response Management Workbook (ERMW) Pg. 42 to 44	X		Viewed Incident Safety section that provides a checklist for decontamination guideline including stages and decons solutions.
.7	Are response activities for incidents documented and provided to the client after an incident?	X		Professional engineering reports are available upon request or Spill Summary also upon request.	X		Viewed: electronic file (LAN and disk) plus paper copy; Incident 2008-09-26 & 2008-11-09 includes activation report, field notes with time line, safe work permits, photo images Comment: Provide to clients upon request.
.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		Ref. Emergency Services Policies and Procedures Manual – Target Response Times 45 minutes – Pg. 67	X		Viewed report 2008-09-25 on scene within 25 minutes
B	Outside regular business hours	X		Ref. Emergency Services Policies and Procedures Manual – Target Response Times 45 minutes – Pg. 67	X		Viewed reports: 2008-11-09 – one hour (5 people) 2008-09-26– 30 minutes
.9	Is a debrief conducted and documented after each response with gaps identified and corrective actions? Is the client involved where appropriate?	X		Ref. Emergency Response Management Workbook (ERMW) Pg. 58 to 64	X		Viewed extensive debriefing guideline newly created which streamlines the previous version. Observation: Debrief conducted but not documented.
.10	Is the TEAP III Standard TER Performance Form submitted to TEAP III?		X	To be completed	---	---	Comment: TEAP III is in the startup stage.

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.

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QUESTION	TERSP		TERSPP COMMENT	ASSESSED		ASSESSOR COMMENT
	YES	NO		YES	NO	
.11 If you are listed in a client's ERAP, do you have a copy of the client's ERAP?	N/A		No clients agreements			
.12 If you are listed in another TERSP client's ERAP, do you have a copy of that client's ERAP?	X		Yes, Ref. Agreement Summary Table Ref. Emergency Services Policies and Procedures Manual – ERAP Inclusion Policy - Section 9.2 Pg.61)	X		Viewed listed of 9 approved ERAPs as of 2008-12-12 Reviewed one ERAP that indicates Envirotec providing response in Saskatchewan.

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		TERS P 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 X X X X		Ref. ERMW Pg. 5 Ref. ERMW Pg. 5, Company Directory Ref. ESIS, ERAP Summary Forms or Activation Forms Ref. Resource Directory Ref. Emergency Services Policies and Procedures Manual – Document Management – Pg. 14	X	Viewed: contact lists dated 2008; Document Management (pg. 14), ERSD Technical Coordinator reviews contact lists annually or as needed.
.2	Has a list of equipment resource services (e.g. vacuum trucks, heavy moving equipment) in TERSP response area been developed?	X		Ref. Environmental Service Provider Profiles – paper files	X	Viewed: contact list which is divided by region.; Service Provider Audit Summary conducted; Service Provider Agreement that details the services.
.3	Is any unique equipment or personnel outsourced? If yes, does written agreement exist:	X X		Ref. Environmental Service Provider Profiles – paper files	X	Viewed agreement for equipment and minimum of one specialist plus annual training with 24-hour activation number.
.4	Are written agreements established with other TERSPs?	X		CERCA – some written, some verbal Ref. Agreement Summary	X	Viewed agreements with Newalta and CEDA providing services in Saskatchewan. Envirotec Services Summary detailing services and signed by both parties.
.5	Are these other TERSPs registered with TEAP III?	X		All TERSPs are to be registered with TEAP III	X	Viewed list that all 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		TERSPP 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		Cell Phones – 20 + Hand Held Radio's – 4 Truck Mount Radio's – All units Satellite Phone - 1	X		Viewed all communications equipment.
.2	Does the company meet the requirements of the TERSP Standard Essential and Specialty Equipment List?	X		Ref. Completed TERSP Standard Essential and Specialty Equipment List, Specialized Equipment List, PPE Consumables List	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		Good inventory of equipment to respond, may not have every piece immediately available for all situations but can sub-contract if needed	X		Viewed equipment corresponding to the stated capability
.4	Are programs in place for ensuring equipment meets applicable Canadian certification and registration requirements?	X		Example: vacuum trucks meet CSA B620 (TC-350) standards. – PVIK Units meet SGI Government Inspection requirements	X		Viewed motor vehicle safety certificate
.5	Does the company engage in initial and ongoing communications with clients regarding unique equipment requirements for their chemicals?	X		Mainly ERAP clients, by email of Technical Coordinator Ref. Email history	X		Viewed communications for hydrogen peroxide and uranium oxide

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:	4		Ref. Training Matrix or Capability Outline Pgs. 15-24	X	J. Gardiner, G. Warren, S. Dovell, L. Clouatre Reviewed records for 2 Team Leaders.
B	TEAP III registered team members:	10		Ref. Training Matrix	X	J. Buziak, T. Gosselin, N. Halliday, D. Hartz, D. Holmes, G. Isley, D. McRae, R. Poppl, R. Riviere, D. Street Reviewed records for 2 team members
C	Other Team Leaders: Other team members:	2 6		Ref. Training Matrix	--- ---	Records were not reviewed.
.2	Is there a fit for duty program?	X		Ref. Envirotec Policies and Procedures Manual – Sec. 2.11	X	Viewed: Policy statement (sec. 2.11); Certificates for 2 team leaders and 2 team members;
.3	Is there post-incident stress management program?	X		Ref. ERSD Policies and Procedures Manual – Critical Incident Stress Debriefing – Sec. 15.5	X	Viewed company policy in addition to the ERSD Policy and Procedure Manual.

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		TERSPP 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		Ref. Envirotec Safety Manual Section 8, Training & Communication Pg. 46	X		Observation: Training matrix needs to specify all components of TERSP Training Matrix.
.2	Is training conducted using specialty or unique equipment?	X			X		Viewed annual training documents on 2 specialty products.
.3	Is the training content documented for each module?	X		Ref. Envirotec Training Matrix and associated documents	X		Viewed material for NH ₃ .
.4	Are training records maintained for Team Leaders and team members for a minimum of three years?	X		Ref. Training Matrix Binder with Certificates	X		Viewed Primary Responder Training Records
.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	X	Tank Car Specialist and Advance Tank Car Specialist training levels All Team Leaders and some responders Ref. Training Matrix	X	X	Viewed certificates for all Team Leaders and some team members.

4.2 – Exercises

.1	Have Team Leaders demonstrated competency for each SOG through training or equivalency granted for a response?	X		Ref. Training Matrix and Emergency Incident Log (2008)	X		Viewed reports: hydrogen peroxide live transfer (T/C to T/T) including gasket replacement; Phosphoric acid drums over-packing.
.2	Is a debrief conducted and documented after each exercise with gaps identified and corrective actions?	X		Ref. Emergency Incident Files verbal debrief performed after each incident, see comments on following point	X		Viewed report 2008-05-29 chlorine exercise with corrective actions identified
.3	Is documentation for each exercise and debrief maintained for at least three years?	X		Formal Incident Debriefing is a newer program at Envirotec and was not recorded on a regular basis in the past.	X		Viewed documents which is stored electronically including scanned documents

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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Part 4 – Preparedness (cont'd)

4.3 – Equipment Maintenance

.1	Is a program established for equipment inspection, maintenance and testing?	X		Ref. Envirotec Safety Manual Section 7 – Preventative Maintenance Section 9 – Inspections	X		Viewed: Gas Monitors monthly; SCBA yearly flow test; Level A suits; Wilden Diaphragm Pump. Observation: Consider utilizing predictive maintenance software.
.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		Ref. Inspection Binders / Forms	X		Viewed: Yearly testing of Level A suits; Monthly gas monitors tested.
B	Transportation equipment?	X		Ref. Vehicle Safety Inspection records and Unit Repair Logs	X		Viewed maintenance logs and pre-trip checklist for vehicles.

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		Ref. SK Carrier License	X		Viewed T30175590-9 renewed to 2009-10-30
B	Receive to dispose or recycle hazardous waste and/or hazardous recyclable materials?	X		Ref. Approval to Operate	X		Viewed PO-08-088 expires 2013
.2	Are any of the above performed by a sub-contractor?		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 hoses, generators, pumps; exclude disposal gloves, shovels, hand tools, coveralls... Assessor: Review records and note if they are kept current. Describe three specific...

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 inspections, air emissions test, routine...

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:			Envirotec responds to inland water incidents only (i.e. lakes, rivers, streams, sloughs, etc.)			
	(a) deep sea operations?						
4	(b) coastal operations?						
	(b) in port or while loading or unloading?						
.2	What marine geographic areas do you cover?						
.3	Do you have specialized documented procedures for marine HNS emergency response?						
.4	Do you have boat(s) or other means for accessing vessels not at berth?						

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	TERS P 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		Participate in the annual Saskatchewan Volunteer Firefighters Association Conference. Hardly any TransCAER outreach activities however if they were to be held, Envirotec is willing to participate or host.			
.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, CACD, RAC, Saskatchewan Safety Council and many others			
.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		Financed the Saskatchewan Junior Volunteer Firefighters Scholarship and Prairie Spirit West Employment Education Program			
.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		Waste Management Practice – Environmental Policy promoting re-use and recycle (e.g. paper and oil)			

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	Do Not Handle	---	---	---	---	---	
2.1	LPG – Propane	2008-04-07	J. Gardiner			T/C monitored	Viewed incident report
2.2							
2.3	Anhydrous Ammonia	2008-07-25	J. Gardiner	2008-02-22 2008-05-29	J. Gardiner (NH ₃) G. Warren (chlorine)	T/C leak investigation T/C transfer NH ₃ set-up Chlorine T/C capping @ERCO loading rack	
3	Gasoline	2008-08-12	S. Dovell			T/T to T/T: Drill, Transfer and Recovery	Viewed incident report
4.1	---						
4.2	---						
4.3	---						
5.1	Hydrogen Peroxide	2008-04-05	J. Gardiner			Replace manway gasket, wash car. Assisted in the T/C to T/T transfer.	Viewed incident report
5.2	---						
6.1	---						
6.2	Do Not Handle						

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)**

7	---						
8	Phosphoric Acid	2008-09-25	G. Warren			Control leak, overpack drums, neutralize released product	Viewed incident report
9	Ethylene Glycol	2008-05-01	J. Gardiner			T/C to T/C transfer	
Other							

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