

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

|   |   |
|---|---|
| <b>TERS Assessed:</b>                   | RST Industries Limited  |
| <b>TERS location:</b>                   | 485 McAllister Drive<br>Saint John, NB E2L 4H8  |
| <b>TERS area of coverage:</b>           | Atlantic Canada (New Brunswick, Nova Scotia, PEI and Newfoundland) and Eastern Quebec   |
| <b>Date:</b>                            | 2009-12-15  |
| <b>Assessors:</b>                       | Team Leader – Ernie Wong, Principal, EW Compliance & Response Inc.<br>Team member – Jean-Pierre Couture, Dangerous Goods Specialist, Railway Association Of Canada<br>Team member – Greg Ayres, Regulatory Affairs Manager, Sodrox Chemicals Ltd. |
| <b>Opportunities for improvement:</b>   | <ul style="list-style-type: none"><li>• None</li></ul>  |
| <b>Best practices for sharing:</b>      | <ul style="list-style-type: none"><li>• ISO 14001 Registered</li><li>• Activation Protocol and Incident Management forms</li></ul>  |
| <b>Recommendation for registration:</b> | Approved by TEAP III Editorial Board – 2010-04-26<br>Next location assessment due 2011-12   |

## 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> RST Industries Limited/Les Industries RST Limitee<br><br><b>ADDRESS:</b> 485 McAllister Drive PO Box 1316 Saint John, NB E2L 4H8<br><br><b>MANAGEMENT CONTACT:</b> Earle Nickerson<br><br><b>TEL:</b> 506-636-1609<br><b>FAX:</b> 506-632-4713<br><b>EMAIL:</b> Nickerson.earle@rsttransport.com<br><br><b>24-HR. ACTIVATION NO:</b> 1-877-624-8800<br><br><b>24-HR. CONTACT (POSITION):</b> On Call Manager<br><br><b>GEOGRAPHICAL COVERAGE OF THIS LOCATION:</b><br><br>Atlantic Canada<br>NFLD - will be by air<br><br><b>DATE COMPLETED:</b> September 28, 2009<br><br><b>BY (NAME &amp; POSITION):</b> Earle Nickerson<br>Emergency Response Manager  | 1         |                   | X  | X  | ALL                      | X  | X                                     | Specialized equipment supplied by client  |
|   | 2.1       |                   | X  | X  | ALL                      | X  | X                                     | LPG, butadiene  |
|   | 2.2       |                   | X  | X  | ALL                      | X  | X                                     | ERAP holders will provide specialized equipment. CO <sub>2</sub> , N <sub>2</sub> |
|   | 2.3       |                   | X  | X  | ALL                      | X  | X                                     | NH <sub>3</sub> , SO <sub>2</sub> , Specialized equipment from client             |
|   | 3         |                   | X  | X  | ALL                      | X  | X                                     |   |
|   | 4.1       |                   | X  | X  | ALL                      | X  | X                                     | molten sulphur  |
|   | 4.2       |                   | X  | X  | ALL                      | X  | X                                     | sodium hydrosulphide  |
|   | 4.3       |                   | X  | X  | ALL                      | X  | X                                     |   |
|   | 5.1       |                   | X  | X  | ALL                      | X  | X                                     | Hydrogen peroxide, ammonium nitrate   |
|   | 5.2       |                   | X  | X  | ALL                      | X  | X                                     |   |
|   | 6.1       |                   | X  | X  | ALL                      | X  | X                                     | acrolein  |
|   | 6.2       |                   | X  | X  | ALL                      | X  | X                                     |   |
|   | 7         |                   | X  | X  | ALL                      | X  | X                                     | uranium   |
|   | 8         |                   | X  | X  | ALL                      | X  | X                                     | sodium hydroxide, HCl, H <sub>2</sub> SO <sub>4</sub>                             |
|   | 9         |                   | X  | X  | ALL                      | X  | X                                     |   |
| Other   |           |                   |    |    |                          |  |                                       |   |
| <b>LEGEND:</b><br>X - Performs operation in house, S - Sub-contracted, O - Resources from outside area region, M – Marine; RR – Rail; HW – Truck<br>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.<br>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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|----------|-------|----|--------------|----------|----|------------------|
|          | YES   | NO |              | YES      | NO |                  |

### Part 1 – Management

|    |  |   |   |   |   |  |  |
|----|--|---|---|---|---|--|--|
| .1 | Is there a statement of the TERSP's commitment addressing health, safety, and environment?   | X |   | RST ERS SOG Policy Statement<br>Section 1 pg 3                | X |  | Viewed policy, dated 2009-07-17  |
| .2 | Has responsibility for the management and updating of the <i>TERSP Assessment (Capability Chart, TERSP comment and Emergency Response or Exercise Table)</i> been assigned and documented? | X |   | RST Emergency Response Plan SOG<br>Section 1 pg 1 – item 1.2  | X |  | Viewed section that specifies ER Manager as responsible  |
| .3 | Are the <i>TERSP Capability Chart and Emergency Response or Exercise Table</i> updated and submitted annually?   | X |   | Submitted September 28, 2009                                  | X |  | Reviewed and updated 2009-12-15  |
| .4 | Have you identified and addressed all legal requirements associated with your business?  | X |   |   | X |  | Viewed documents for compliance with:<br>B620 – hose testing;<br>respiratory protection fit testing;<br>Motor Vehicle Inspection |
| .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 |   | Copy of form attached   | X |  | Viewed letter dated 2009-04-30   |
| B  | This item deleted from all TERSP assessments   |   |   |   |   |  |  |
| C  | Public Liability and Property Damage, \$5 million  | X |   | Copy of form attached   | X |  | Viewed form dated 2009-09-25   |
| D  | Environmental, \$5 million   |   | X | Copy of form attached   | X |  | Viewed form dated 2009-05-15   |
| .6 | Is there a system in place to notify TEAP III and affected clients of any change in capability and capacity?   | X |   | Clients and TEAP III Rep. will be notified by email or letter | X |  | Viewed Statement added to RST ERS SOG Section 1.   |

**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                          |  | 1-877-624-8800   | X |  | Tested 2009-12-17 during off hours – answering service recorded call back number plus incident information and was connected to the On Call Manager. Comment: Office number (back-up) is called forwarded to answering service that also answers the ER number. |
| .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                          |  | ERS SOG – Section 5 – item 1.2   | X |  | Viewed ER Call Log Sheet dated 2009-07-17   |
| .3 | Does the TERSP use a standard form to record incident information?  | X                          |  | ERS SOG – Section 5 - Item 1.2.1   | X |  | Viewed form dated 2009-07-17 – On Call Manager/Home Base Coordinator Log Sheet  |
| .4 | Is there 24-hour ready access to current MSDSs for all products that may require an emergency response?   | X                          |  | ERG, NIOSH Pocket guide, Internet, CD's from Clients.<br>We will request a MSDS if required                              | X |  |   |
| A  | What is the source for this information?<br><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<br>X<br>X<br>X<br>X<br>X |  | -Primary – RST Intranet Home page link - to all JDI's MSDS – Wellnet Solutions<br>-Secondary- Client<br>-Third - Canutec | X |  | Viewed MSDS for HCI through the intranet.   |
| .5 | Are there documented Standard Operating Guidelines for dealing with response to all products/classes/means of containment identified in the Capability Chart?<br><br>What SOGs are used?                                  | X                          |  | ERS – SOG Section 7 thru Section 15  | X |  | Viewed:<br>SOGs by class;<br>Initial response guidelines  |

**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 |   | ERS SOG – Section 20  | X   |     | Viewed general guideline reference to hot, warm & cold zone.<br>Comment: Uses MSDS and/or client advice for decon solutions.                                      |
| .7  | Are response activities for incidents documented and provided to the client after an incident?   | X |   | ERS SOG – Section 5 Form ERS-009 Action Report                | X   |     | Viewed form   |
| .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 |   | 2 hrs   | --- | --- | No data available   |
| B   | Outside regular business hours   | X |   | 2 hrs   | X   |     | Viewed reports:<br>2009-07-12 – 1 hour<br>2009-08-27 – 1 hour 10 minutes  |
| .9  | Is a debrief conducted and documented after each response with gaps identified and corrective actions?   | X |   | ERS SOG – Section 5 – Form ERS-009<br>Starting July, 2009 –   | X   |     | Viewed:<br>Debrief includes follow-up actions;<br>Debrief prepared for 2009-09-05;<br>Debrief prepared for 2009-11-26 with follow-up actions completed 2009-11-27 |
|     | Is the client involved where appropriate?  | X |   | Verbal Debriefing before July, 09                             |     |     |   |
| .10 | Is the TEAP III Standard TER Performance Form submitted to TEAP III?   |   | X | No activation on behalf of CCPA, CACD or RAC have been done   | --- | --- |   |
| .11 | If you are listed in a client's ERAP, do you have a copy of the client's ERAP?   | X |   | Copies on file<br><br>(DHL, PEI – Fraser Paper, Irving Paper) | X   |     | Viewed three different ERAPs (2007, 2009, 2009) where RST is the primary service provider.  |
| .12 | If you are listed in another TERSP client's ERAP, do you have a copy of that client's ERAP?  | X |   | Copies on file  | X   |     | Viewed three ERAPs where RST is identified as a secondary service provider.   |

**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 |   | See Section 5 of ERS SOG | X   |     | Viewed lists include all the requirements, updated 2009-07-17   |
| .2 | Has a list of equipment resource services (e.g. vacuum trucks, heavy moving equipment) in TERSP response area been developed?   | X |   |                          | X   |     | Viewed Section 5.<br>Comment: Industrial Security (answering service) maintain equipment resource list for Atlantic Canada. |
| .3 | Is any unique equipment or personnel outsourced?<br>If yes, does written agreement exist:   |   | X |                          | --- | --- |   |
| .4 | Are written agreements established with other TERSPs?   | X |   | Copies in the file       | X   |     | Viewed contracts for Quantum, Newalta & CEDA  |
| .5 | Are these other TERSPs registered with TEAP III?  | X |   | Newalta, Quantum, CEDA   | X   |     | Viewed list, TERSPs have been TEAP III assessed.  |

**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 |  | 2 way Radios<br>Cell Phones   | X |  | Viewed radios on board   |
| .2 | Does the company meet the requirements of the TERSP Standard Essential and Specialty Equipment List?  | X |  |   | 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 |  | LPGERC transfer and flaring equipment. Hydrocarbon pump and Chemical pump, transfer equipment | X |  | Viewed equipment for:<br>SO <sub>2</sub> ;<br>Propane;<br>Fuel;<br>corrosive diaphragm pumps |
| .4 | Are programs in place for ensuring equipment meets applicable Canadian certification and registration requirements?                                   | X |  | Hose inspection due dates indicated on hoses.   | X |  | Viewed testing records hoses and Level A suits.  |
| .5 | Does the company engage in initial and ongoing communications with clients regarding unique equipment requirements for their chemicals?               | X |  | In order to comply with ERAP's, communications with client is required.                       | X |  | Viewed recent ERAP updates from clients.   |

**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.

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|----------|-------|----|---------------|----------|----|------------------|
|          | 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 |   | 9  | X   | E. Almon, B. Cole, S. Crooks, C. Duncan, D. Gatward, D. Hickey, T. Howe, J. Morash, E. Nickerson<br><br>Reviewed records for C. Duncan, D. Hickey and J Morash |  |
| B  | TEAP III registered team members:  | X |   | 9  | X   | D. Barrett, R. Bishop, J. Chandler, W. Knocton, M. Lamont, T. Murphy, S. Reid, G. Weston, M. Leblanc<br><br>Reviewed records for J. Chandler and R. Bishop     |  |
| C  | Other Team Leaders:<br><br>Other team members:                                 | X |   | 6  | --- | ---  | Records were not reviewed.                       |
| .2 | Is there a fit for duty program?   |   | X | Program to be implemented in 2010  | --- | ---  |  |
| .3 | Is there post-incident stress management program?                              | X |   | RST – Employee and Family assistance – 1-877-207-8833, LPGERC presentation | X   |  | Viewed employee program (RST Intranet Home Page) |

**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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|----------|-------|----|---------------|----------|----|------------------|
|          | 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 LPGERC Training Matrix supplemented with other requirements                             |
| .2 | Is training conducted using specialty or unique equipment?  | X |  | LPGERC Training   | X |  | Viewed record of annual live LPG exercise<br><br>Comment: Training as required by clients.     |
| .3 | Is the training content documented for each module?   | X |  | LPGERC Manual   | X |  | Viewed IFSTA Managing the Incident modules used as required. Includes student manual and quiz. |
| .4 | Are training records maintained for Team Leaders and team members for a minimum of three years?   | X |  | Training Files  | X |  | Viewed records including quizzes.  |
| .5 | If you respond to railway mode, is a railway dangerous goods response training course part of your training matrix?<br><br>If yes, have all TEAP III registered Team Leaders and team members met this requirement? | X |  | Team is trained for all modes and have responded to all. RST in house teaches Tank Car Specialists. | X |  | Viewed Tank car specialist program that is conducted in-house.                                 |

#### 4.2 – Exercises

|    |  |   |  |   |   |  |  |
|----|--|---|--|---|---|--|--|
| .1 | Have Team Leaders demonstrated competency for each SOG through training or equivalency granted for a response? | X |  | Annual training sites   | X |  | Viewed document of LPG transfer exercise conducted annually.<br><br>Comment: Specific exercises are conducted as required by client. |
| .2 | Is a debrief conducted and documented after each exercise with gaps identified and corrective actions?         | X |  | As of July, 09 on all exercises prior and Verbal on prior responses | X |  | Viewed 2009-09-19 LPGERC exercise debrief and evaluation.  |
| .3 | Is documentation for each exercise and debrief maintained for at least three years?                            | X |  |   | X |  | Viewed file<br><br>Comment: Files also retained at LPGERC  |

**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 |  | SOG Section 4   | X |  | Viewed:<br>inspection frequency and checklist;<br>Vehicle;<br>Hose;<br>Pumps;<br>gas detectors. |
| .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 |  | Equipment monthly checks – ERS<br>SOG – Section 4 -       | X |  | Viewed records:<br>Level A;<br>gas tester;<br>hose testing                                      |
| B  | Transportation equipment?   | X |  | Transport 9046 – Maintenance done at<br>Fleet Maintenance | X |  | Viewed maintenance file.  |

### 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 |   | NB Cert Haz Waste | X   |     | Viewed certificate I-6549 dated 2008-11-17 |
| B  | Receive to dispose or recycle hazardous waste and/or hazardous recyclable materials? |   | X |                   | --- | --- |  |
| .2 | Are any of the above performed by a sub-contractor?                                  | X |   | Newalta           | --- | --- |  |

**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 | This question has been removed.   |     |    |   |  |  |  |
| .2 | Do you participate in TransCAER® outreach events?<br>If yes, how? Provide list of dates and activities for the past two years.  |     |    |   |  |  |  |
| .3 | Do you belong and participate in a trade association such as CERCA, CCPA, CACD, RAC and/or other (describe other)?<br>Describe your involvement.  | X   |    | CERCA - Operating Committee<br>CACD ER Atlantic Canada Committee  |  |  |  |
| .4 | Do you belong or contribute to local community enhancement program? If so, describe.<br>Do not include donations to local hockey team sweater purchase fund or the like.  | X   |    | Rally of Hope- raised \$80,194.00 – for the Neonatal Intensive care unit for our local hospital.<br>Arthritis Society – raising funds by selling DQ blizzards to office staff |  |  |  |
| .5 | Do you have an environmental management system in place? If so, describe.<br>Examples are vehicle emissions reduction, idling program, office paper recycling, controlling ER activity emissions such as dry connects, purge techniques, controlling run off... | X   |    | ISO 14000 Registration<br>Vehicle emission reduction, idling program, office paper recycling  |  |  |  |

**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       | Propane<br>Propane | 2009-01-12            | T. Howe                    | 2009-09-19            | E. Nickerson,<br>D. Hickey, B.<br>Cole, J. Morash | T/C Transfer<br>Transfer T/C, T/T,<br>stationary                                    | Viewed incident report.<br>Viewed training document<br>(LPGERC Regional) |
| 2.2       | NH <sub>3</sub>    |                       |                            | 2009-04-06<br>to 09   | E. Nickerson                                      | T/C Transfer  | Viewed incident report   |
| 2.3       | Sulphur Dioxide    |                       |                            | Dec 8/09              | E. Nickerson                                      | Table top exercise E2<br>Plan for Irving Paper –<br>leak from storage<br>container  | Viewed incident report   |
| 3         | Diesel             | 2009-07-12            | E. Nickerson               |                       |   | Cleaned up diesel fuel<br>on ground and water                                       | Viewed incident report.  |
| 4.1       | Molten sulphur     | 2009-12-11            | D. Hickey                  |                       |   | T/C leak NAR –<br>replaced cap  | Viewed incident report   |
| 4.2       |                    |                       |                            |                       |   |   |  |
| 4.3       |                    |                       |                            |                       |   |   |  |
| 5.1       | Ammonia Nitrate    |                       |                            | 2009-09-17            |   | Product training from<br>Dyno Nobel – no<br>hands-on bags & T/T                     |  |
| 5.2       |                    |                       |                            |                       |   |   |  |
| 6.1       | Acrolein           |                       |                            | 2009-09-17            |   | Product training by<br>Baker Hughes – no<br>hands-on, totes and<br>small containers |  |
| 6.2       |                    |                       |                            |                       |   |   |  |

**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     | Uranium                 |            |           | 2009-09-17 |  | Product training from<br>from Cameco – no<br>hands-on, packages |                        |
| 8     | Spent<br>Sulphuric Acid | 2009-08-27 | D. Hickey |            |  | Cleaned up small spill<br>of Spent Acid 2 – 3<br>litres         | Viewed incident report |
| 9     |                         |            |           |            |  |   |                        |
| Other |                         |            |           |            |  |   |                        |

Date table data entered (month and year): **December 2009**