

ER CONTRACTORS CAPABILITY CHART

ONTARIO REGION



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Verification: May 2005

ER CONTRACTORS CAPABILITY CHART

CONTRACTOR DETAILS	TDG CLASS	MODE OF TRANSPORT			CONTAINERS (T/T, T/C, c, SC, LC, IM)	STABILIZATION (X, S, O, SO)	MITIGATION (X, S, O, SO)	REMEDIA TION (X, S, O, SO)	REMARKS
		M	RR	HW					
COMPANY NAME: Harold Marcus Limited ADDRESS: R.R.#3 Bothwell, Ontario MANAGEMENT CONTACT: Randy Badiuk TEL: 519-695-3734 FAX: 519-695-2249 EMAIL: randy@haroldmarcus.com ERAP NO: ERP2-1571 MANNED 24-HR. NO: 800-265-9426 24-HR. CONTACT (POSITION): Randy Badiuk - Supervisor DATE COMPLETED: May 2005 BY (NAME & POSITION): Randy Badiuk LEGEND: X - Performs operation in house S - Sub-contracted O - Resources from outside area region M - Marine; RR - Rail; HW - Truck	1								
	2.1			X	c	X,S,O	X,S,O	X,S,O	Hold ERAPs, cylinder overpack, & cylinder specialists
	2.2			X	c	X,S,O	X,S,O	X,S,O	Hold ERAPs, cylinder overpack, & cylinder specialists
	2.3			X	c	X,S,O	X,S,O	X,S,O	Hold ERAPs, cylinder overpack, & cylinder specialists
	3	X	X	X	(T/T,T/C,,SC,L C,IM)	X,S,O	X,S,O	X,S,O	Full trailer service for hydrocarbons, virgin and waste products, ECRC sub contractor.
	4.1	X	X	X	(T/T,T/C,,SC,L C,IM)	X,S,O	X,S,O	X,S,O	Compatible rollofs, dumps 20,30,40 yard boxes,
	4.2	X	X	X	(T/T,T/C,,SC,L C,IM)	X,S,O	X,S,O	X,S,O	Compatible rollofs, dumps 20,30,40 yard boxes
	4.3	X	X	X	(T/T,T/C,,SC,L C,IM)	X,S,O	X,S,O	X,S,O	Compatible rollofs ,dumps 20,30,40 yard boxes
	5.1	X	X	X	(T/T,T/C,,SC,L C,IM)	X,S,O	X,S,O	X,S,O	Equipment available for both liquids and solids
	5.2	X	X	X	(T/T,T/C,,SC,L C,IM)	X,S,O	X,S,O	X,S,O	Equipment available for both liquids and solids
	6.1	X	X	X	(T/T,T/C,,SC,L C,IM)	X,S,O	X,S,O	X,S,O	Packing group1 in hazardous zones A,B,C,D.
	6.2			X	SC	X,S,O	X,S,O	X,S,O	Small containers only and equipment to handle
	7								
	8	X	X	X	(T/T,T/C,,SC,L C,IM)	X,S,O	X,S,O	X,S,O	Equipment (stainless, full vacuum) extensive services available
	9	X	X	X	(T/T,T/C,,SC,L C,IM)	X,S,O	X,S,O	X,S,O	Capabilities for liquid and solids and also dedicated units for PCB's

Comment [ew1]: Page: 1
 T/T = tank truck; T/C = tank car; c = cylinders all sizes; SC = small containers < 454 litres; LC = large container > 454 litres; IM = Intermodal
 THE POSSIBLE RESPONSES ARE:
 ALL or THE SPECIFIC CONTAINER ABBREVIATIONS.

ER CONTRACTOR CAPABILITY VERIFICATION FORM

QUESTION	YES	NO	CONTRACTOR'S COMMENT	VERIFIED		VERIFIER'S COMMENT
				YES	NO	

I – Survey Chart and Management Systems								
1	Are the capabilities of the ER Contractor shown on the ER Contractor Capability Chart?	x		Capability Chart Completed	X		Additional transportation equipment distributed throughout Ont./Quebec	
2	Are all the capabilities listed on the chart fully documented?	x		Mutual aid letters document capabilities	X		Collection of SOG,s reviewed (2)	
3	Has the chart been reviewed and updated in the last 12 months?	x		Chart is reviewed as new agreements are put into place	X		Updated May 2005	
4	Has responsibility for the management and updating of the chart been assigned and documented?	x		Responsibility of the chart has been assigned to the supervisor of spill services	X		Contact Randy Badiuk	
5	Is there a statement of the Company's commitment to Emergency Response, addressing all issues of Health, Safety and the Environment?	x		Company president has signed, authorized and endorses emergency response services	X		Posted on wall in office	
6	Is there a manned 24-hour emergency response telephone number and a backup system?	x		Pagers are alerted 3 times automatically when directed to answering service	X		Called at 2150 Aug08 and talked to Mary and system activated.	
7	Is there an ERAP Plan Number registered with Transport Canada?	x		2-1571, plans have been filed for products in classes 2,3,4,6 and 8	X		ERAP 2-1571 reviewed and found complete (currently covers 65 products)	
8	Describe the health surveillance plan for your employees (e.g. medical fitness, occupational hygiene exposure assessments)?	x		Surveillance protocols are contained within our policies and procedures (eg. Confined space, Bio Hazard)	X		Reviewed Confined space, class 6 and US drug and alcohol monitoring.	
9	Where are the secondary response locations in the region? (If applicable)	x		Transportation equipment located in Sarnia, Brantford, Montreal	X		Equipment list reviewed for secondary locations.	
10	Have verifications been completed for these secondary locations?		x			X	Secondary locations are only transportation equipment	
11	Does your organization meet the following minimum insurance requirements?							
A	Public Liability and Property Damage - \$2 million. Include certificates	x		Harold Marcus Limited maintains \$10,000,000 liability insurance	X		Policy # 9040572 reviewed	
B	Environmental - \$2 million. Include certificates	x		Harold Marcus Limited maintains \$10,000,000 liability insurance	X		Policy # 9040572 reviewed	
12	Is your company in good standing with provincial Workers' Compensation Board? Include certificate	x		Certificate of Clearance provided dated July 26, 2005	X		Account no. 1484095 reviewed	

- Comment [W2]:** Page: 1
 Contractor: . Complete the Chart and ensure that this chart is both current and dated.
 Verifier: . . Is the chart complete?
- Comment [W3]:** Page: 1
 Contractor: . Document all capabilities (e.g. equipment related to class, standard operating procedures - may be generic or specific to a product or operation). Note: cellular telephones, pagers and driving skills are not to be verified.
 Verifier: . . Review and record findings.
- Comment [W4]:** Page: 1
 Contractor: . The chart must be da ... [1]
- Comment [W5]:** Page: 1
 ... [2]
- Comment [W6]:** Page: 1
 ... [3]
- Comment [W7]:** Page: 1
 ... [4]
- Comment [EXW8]:** Page: 1
 ... [5]
- Comment [EXW9]:** Page: 1
 ... [6]
- Comment [EXW10]:** Page: 1
 ... [7]
- Comment [EXW11]:** Page: 1
 ... [8]
- Comment [EXW12]:** Page: 1
 ... [9]
- Comment [EXW13]:** Page: 1
 ... [10]
- Comment [EXW14]:** Page: 1
 ... [11]

ER CONTRACTOR CAPABILITY VERIFICATION FORM

QUESTION	YES	NO	CONTRACTOR'S COMMENT	VERIFIED		VERIFIER'S COMMENT
				YES	NO	

II - Response Capability						
1	Do you document the response activities for incidents?	x	Supervisors have prescribed forms to follow to document incidents	X		Reviewed 3 response activities incident reports
2	Do you have documented Response Procedures for dealing with all products to which you respond?	x	ERAP's have SOG's identified for all products handled	X		SOG's processes verified by ERAPS, and all other are covered by generic guides.
3	Does your capability include equipment for communication between:					
A	The Home Co-ordinator and the incident scene?	x	Mike Radios, Cell Phones, Pagers	X		Reviewed call out sheet with all response personnel phone numbers etc.
B	Personnel at the scene?	x	Mike Radios, Cell Phones, Pagers, 2 way radios	X		All employees at scene would have mike radios. Also 12 FM radios. 2 Class A radios available.
4	Do you have list of resource services (e.g. backhoe, dump trucks, aircraft, and vacuum trucks) in the metropolitan area?	x	Company has over 300 trailers from vacuum trucks, dumps, roll-off, vans, tank trailer (S/S, FRP, Aluminum)	X		Reviewed equipment list for location and extensive list of civil contractors for region
5	Does your capability include licensed waste hauling and/or disposal either by your company and/or sub-contractors?	x	Company is licensed throughout Canada and United States as a hazardous waste carrier including PCB's	X		Waste Management system # A-8301 Excluding radioactive and explosives
6	Are you capable of responding to water spills? Please describe.	x	1500 ft of 18" containment boom, skim pack skimmers, PFD's, Porta Tanks, Hose Floats, Contractor for ECRC	X		Review of equipment and also 2 – 14 foot aluminum boat and contract available for marine supplies.
7	Do you provide documentation to your client after an incident?	x	Customer is provided Supervisor's report, SAC notification, Analytical Results, Photos as requested	X		Review 3 customer incident documentation
III – Product Information Resources						
1	Do you have immediate 24-hour access to current MSDS's or similar product information for all products that may require an emergency response?	x	MSDS's are available on site through NFPA Hazmat Guide, CC Info software and ERAP's, also response unit is equipped with fax machine to receive faxes on site	X		Information electronically available with modem dial up at sites
IV - Activation Procedures						
1	Are there documented alerting procedures (flowchart or other) for co-ordinators and	x	Alerting procedures are documented along with dispatch procedures	X		Alarm system to alert and start response capabilities given during

- Comment [EXW15]:** Page: 1
Contractor: Produce examples of documented incidents. ... [12]
- Comment [EXW16]:** Page: 1
... This may be called Standard Operating Guidelines that would include pre-trip checklist, site safety plan ... [13]
- Comment [EXW17]:** Page: 1
Contractor: Produce a copy of documented procedures. ... [14]
- Comment [EXW18]:** Page: 1
Contractor: Detail primary equipment and systems. ... [15]
- Comment [EXW19]:** Page: 1
Contractor: Identify method(s) and quantities of communications eq ... [16]
- Comment [EXW20]:** Page: 1
Contractor: Produce list of support services. ... [17]
- Comment [EXW21]:** Page: 1
Contractor: Show copies of waste site registration, waste generator num ... [18]
- Comment [EXW22]:** Page: 1
Contractor: Describe capability for response to inland waters. ... [19]
- Comment [EXW23]:** Page: 1
Contractor: Describe established process. ... [20]
- Comment [EXW24]:** Page: 1
Contractor: All product hazard information for use in emergency ... [21]

ER CONTRACTOR CAPABILITY VERIFICATION FORM

QUESTION	YES	NO	CONTRACTOR'S COMMENT	VERIFIED		VERIFIER'S COMMENT
				YES	NO	
			involving responsibilities for non-spill related personnel			training. Documented call out sheet represents documentation.
2	x		tested by actual responses along with outside contractors test calls	X		75 spills last year and verified by reviewing 3 response reports
**Notes Actual emergency responses that have been documented and debriefed would fulfil the requirements of Question 2. Frequency, in question 2, is subject to the risk relative to the procedure under review.						
3			Are logs or records of Emergency Response Exercises kept and are they:			
A	x		Filed and maintained by individual responses	X		Records are kept for 10 years. Reviewed file system
B	x		Incident debrief forms are completed at the end of each response	X		Each incident is debriefed after completion and recorded with reports
4	x		Checklist are provided for supervisors in files	X		Reviewed checklist. Reviewed 5 reports on file.
5	x		Call-out sheets are provided in offices and residences	X		Reviewed contact list
6			Identify your target mobilization time (from call-out to rolling) for incidents requiring immediate response., **(see note):			
A	x		5 – 10 minutes	X		Only documented when leave facilities.
B	x		10 – 20 minutes	X		24 hour operation people available at facility to respond. Only documented when leaving facilities.
*** Note: Time to incident is subject to individual contracts, to requirements and weather conditions.						
V - Training						
1	x		Incident Commanders both have 20+ years experience – Chemist on staff – 4 Certified Tank Certification Specialists – Spill Team has support of the balance of the transportation fleet.	X		Training matrix reviewed with training dates, modules and course material. Review 3 employee training records.
2	x		Modules are developed in association with company's principal training	X		Reviewed 2 training modules; Tank car repair and Operations level training (NFPA 473).

- Comment [EXW25]:** Page: 1
 Contractor: Document alerting process to activate the team to a call out ... [22]
- Comment [EXW26]:** Page: 1
 Contractor: Documentation of exercise log or individual records. ... [23]
- Comment [EXW27]:** Page: 1
 Contractor: Maintain fully descriptive log or individual records. ... [24]
- Comment [EXW28]:** Page: 1
 Contractor: Maintain records of any corrective action required and taken ... [25]
- Comment [EXW29]:** Page: 1
 Contractor: Provides a copy of the basic form used to record details of each incident ... [26]
- Comment [EXW30]:** Page: 1
 Contractor: Show list that include work and home numbers (including ... [27]
- Comment [EXW31]:** Page: 1
 Contractor: Details times and checks conducted (include actual incident ... [28]
- Comment [EXW32]:** Page: 1
 Contractor: Details times and checks conducted (include actual incident ... [29]
- Comment [EXW33]:** Page: 1
 Contractor: State the number of personnel trained to the guideline ... [30]
- Comment [EXW34]:** Page: 1
 Contractor: Ensure that documentation of training which may include of ... [31]

ER CONTRACTOR CAPABILITY VERIFICATION FORM

QUESTION	YES	NO	CONTRACTOR'S COMMENT	VERIFIED		VERIFIER'S COMMENT
				YES	NO	
3			Does your organization <i>conduct</i> simulations to exercise your capability on a regular basis?			
A	x		Actual response presented to REET committee meetings for review	X		Table top exercise on major incident reviewed on ppt presentation.
** Note: An actual response that has been documented and debriefed could fulfil the 'full scale exercise' requirement. Remediation work does not qualify.						
VI – Equipment						
1	x		All equipment is inventoried and catalogued in each response unit	X		Exceeds the requirements of the basic equipment list.
2	x			X		Meets the requirements as per the capability chart
3	Do you have programs in place for:					
A	x		Equipment maintenance is conducted monthly using protocol	X		Each unit has monthly checklists. SCBA and Level A suits are serviced by a third party. Tag system in use for pumps and equipment. Maintenance logs verified.
B	x		Company is a registered R stamp facility	X		Current training records identify regulatory requirements TDG, WHMIS, All training records current.
4	Do you keep testing and maintenance records?					
A	x		All equipment has double index inventory with location	X		Each unit has double index inventory with location. Diaphragm pump, pressure washer and chainsaw inspected for records Okay.
B	x		Meets all DOT & MOT requirements	X		Meets DOT and MOT requirements and Computerized system to monitor maintenance schedules
5	x		Response unit has self-contained decontamination capabilities including eye wash, shower with 300 gal of potable water on board.	X		The decontamination procedures are contained in the ERAP procedures .

Comment [EXW35]: Page: 1
 Contractor: . Document simulation (or actual response) including debrief.
 Verifier: . . Review documentation including corrective actions and debriefings. State the number of ... [32]

Comment [EXW36]: Page: 1
 Contractor: . Fully documented list that meets the requirements of the Basic Equipment List. ... [33]

Comment [EXW37]: Page: 1
 Contractor: .
 Verifier: . . Check list against inventory. Select 10 items.

Comment [EXW38]: Page: 1
 Contractor: . Show evidence of an equipment testing and maintenance program. ... [34]

Comment [EXW39]: Page: 1
 Contractor: . Prepare procedures and where required maintain records of checks, proof of approval, licens ... [35]

Comment [EXW40]: Page: 1
 Contractor: . Maintain in "one place" all test, inspection and maintenance records.
 Verifier: . . Review completeness ... [36]

Comment [EXW41]: Page: 1
 Contractor: . Maintain in "one place" all test, inspection and maintenance records.
 Verifier: . . Review availability ... [37]

Comment [EXW42]: Page: 1
 Contractor: . Show procedures for decontamination.
 Verifier: . . Check procedures ex ... [38]

Page 3: [1] Comment [W4] Wong

Page: 1

Contractor: The chart must be dated within the last 12 months. Records of review and updating must be kept and available.

Verifier: Report findings.

Page 3: [2] Comment [W5] Wong

Page: 1

Contractor: The Administrator with responsibility to manage and update the ER Response Contractor Survey Chart must be identified and available.

Verifier: The person and/or position identified.

Page 3: [3] Comment [W6] Wong

Page: 1

Contractor: A full and positive statement of commitment to emergency response addressing all issues of health, safety and the environment.

Verifier: Self explanatory, yes or no? E.g. Mission or policy statement.

Page 3: [4] Comment [W7] Wong

Page: 1

Contractor: A must but requires full documentation.

Verifier: Verifier will run a check on this, without prior warning. Verifier will record time of response to simulate a real emergency (state date and time of call back). Provide details such as answering service with call back list or other types of system.

Page 3: [5] Comment [EXW8] Ernie Wong

Page: 1

Contractor: Full documentation and records of ERAP including the Plan Number. Full documentation of the Transport Canada's verification of the Plan held by the ER Contractor and any required for sub-contractors.

Verifier: Verify and record ERAP number(s) and products covered. Records nature of the Transport Canada letter and report dates.

Page 3: [6] Comment [EXW9] Ernie Wong

Page: 1

Contractor: List the requirement as per local regulations and where possible have current regulations available, meet provincial OH&S requirements.

Verifier: Check details of health surveillance including currency and frequency.

Page 3: [7] Comment [EXW10] Ernie Wong

Page: 1

Contractor: List and describe locations and their functions relative to the location under verification.

Verifier: List locations.

Page 3: [8] Comment [EXW11] Ernie Wong

Page: 1

Contractor: Show proof that verification has been carried out (i.e. capability chart and signed verification).

Verifier: Review and record that document has been provided, signed and dated.

Page 3: [9] Comment [EXW12] Ernie Wong

Page: 1

Contractor: Have copy of policy available - Certificate of Insurance

Verifier: Verify that certificate is available. Record insurance company and term of insurance.

Page 3: [10] Comment [EXW13] Ernie Wong

Page: 1

Contractor: Have copy of policy available - Certificate of Insurance
Verifier: Verify that certificate is available. Record insurance company and term of insurance.

Page 3: [11] Comment [EXW14] Ernie Wong

Page: 1

Contractor: Maintain and records and obtain current certificate from provincial WCB (not to exceed 12 months).
Verifier: Review certificates and record dates. (Note: who the certificates are issued to and currency of certificates may vary from province to province as per regulations).

Page 4: [12] Comment [EXW15] Ernie Wong

Page: 1

Contractor: Produce examples of documented incidents.
Verifier: Review examples of documented incidents for completeness (e.g. details of initial call, spill action report, work order, job reports, photographs).

Page 4: [13] Comment [EXW16] Ernie Wong

Page: 1

This may be called Standard Operating Guidelines that would 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.

Page 4: [14] Comment [EXW17] Ernie Wong

Page: 1

Contractor: Produce a copy of documented procedures.
Verifier: Confirm that documentation exists.

Page 4: [15] Comment [EXW18] Ernie Wong

Page: 1

Contractor: Detail primary equipment and systems.
Verifier: Check that equipment exists and is in working order.

Page 4: [16] Comment [EXW19] Ernie Wong

Page: 1

Contractor: Identify method(s) and quantities of communications equipment available and functioning.
Verifier: Check that equipment exists and is in working order. Record number of pieces of equipment.

Page 4: [17] Comment [EXW20] Ernie Wong

Page: 1

Contractor: Produce list of support services.
Verifier: Verify that the list exists. Should cover the following basic categories: vacuum trucks, backhoe, dump trucks. Please take note if the previous categories are not covered.

Page 4: [18] Comment [EXW21] Ernie Wong

Page: 1

Contractor: Show copies of waste site registration, waste generator numbers (where applicable), certificates of approval and licenses for shipping, receiving and hauling of wastes.
Verifier: Note: licenses and related documentation for primary company and for sub-contractors.

Page 4: [19] Comment [EXW22] Ernie Wong

Page: 1

Contractor: Describe capability for response to inland waters.
Verifier: Review whether company has boats, lifejackets, boom, sorbent pads as a minimum.

Page 4: [20] Comment [EXW23] Ernie Wong

Page: 1

Contractor: Describe established process.
Verifier: Verify that process exists.

Page 4: [21] Comment [EXW24] Ernie Wong

Page: 1

Contractor: All product hazard information for use in emergency response incidents must be available. This includes current MSDS' demonstration that this information is accessible 24 hours a day.
Verifier: Verify 24 hour access to current MSDS and other hazardous information. List sources (e.g. NAERG, AAR Guide, EC Spill Response Manual)

Page 5: [22] Comment [EXW25] Ernie Wong

Page: 1

Contractor: Document alerting process to activate the team to a call out is available.
Verifier: Check procedures. Procedures may include a formal call list, flowchart or contact list.

Page 5: [23] Comment [EXW26] Ernie Wong

Page: 1

Contractor: Documentation of exercise results or documentation of actual responses. Identify specific test of procedures.
Verifier: Review documentation for two exercises or actual responses and evaluate results. Note any obvious shortcomings.

Page 5: [24] Comment [EXW27] Ernie Wong

Page: 1

Contractor: Maintain fully descriptive log or individual records.
Verifier: Review in detail at least two exercises or two actual incidents that fulfils this requirement.

Page 5: [25] Comment [EXW28] Ernie Wong

Page: 1

Contractor: Maintain records of any corrective action required and taken.
Verifier: review at least two corrective actions that have been implemented.

Page 5: [26] Comment [EXW29] Ernie Wong

Page: 1

Contractor: Provides a copy of the basic form used to record details of each call received.
Verifier: Verify that the form exists and check that the form has been used (ask for five completed forms).

Page 5: [27] Comment [EXW30] Ernie Wong

Page: 1

Contractor: Show list that include work and home numbers (including consideration of weekends and vacations). Alternates should also be listed. Review at least every 6 months, list must be dated.
Verifier: Check for current list. Are all categories of numbers included (home, office,.....)? Record date.

Page 5: [28] Comment [EXW31] Ernie Wong

Page: 1

Contractor: Details times and checks conducted (include actual incident records).
Verifier: Review 3 incident response logs noting time range of mobilization and identify size of team deployed.

Page 5: [29] Comment [EXW32] Ernie Wong

Page: 1

Contractor: Details times and checks conducted (include actual incident records).
Verifier: Review 3 incident response logs noting time range of mobilization and identify size of team deployed.

Page 5: [30] Comment [EXW33] Ernie Wong

Page: 1

Contractor: State the number of personnel trained to the guideline and be able to provide training records to support the stated information. See categories above.

Verifier: Verify training records to ensure that stated information. Note: 100% of response personnel must have received at the initial training to meet the criteria of their stated level. A minimum of 80% of the response personnel must have received refresher training as specified in the training matrix and must not be expired by more than 12 months.

Page 5: [31] Comment [EXW34] Ernie Wong

Page: 1

Contractor: Ensure that documentation of training which may include objectives, course material, duration of training lessons, resources needed and test methodology. Produce external training certificates.

Verifier: Check 5 modules and external training certificates. Note: Some training documentation may be a summary of topics covered and may not be a detailed lesson plan. This should be considered acceptable for the purposes of the verification.

Page 6: [32] Comment [EXW35] Ernie Wong

Page: 1

Contractor: Document simulation (or actual response) including debrief.

Verifier: Review documentation including corrective actions and debriefings. State the number of simulations/incidents reviewed.

Page 6: [33] Comment [EXW36] Ernie Wong

Page: 1

Contractor: Fully documented list that meets the requirements of the Basic Equipment List.

Verifier: Check list against actual inventory. Select 10 items to check that includes: PPE, monitoring equipment, containment and recovery equipment. Please note equipment you have verified.

Page 6: [34] Comment [EXW38] Ernie Wong

Page: 1

Contractor: Show evidence of an equipment testing and maintenance program.

Verifier: Verify that program exists and is current. Check status of 3 pieces of equipment and record.

Page 6: [35] Comment [EXW39] Ernie Wong

Page: 1

Contractor: Prepare procedures and where required maintain records of checks, proof of approval, license and regulations. Also list driver records.

Page 6: [36] Comment [EXW40] Ernie Wong

Page: 1

Contractor: Maintain in "one place" all test, inspection and maintenance records.

Verifier: Review completeness and currency of records and check in detail records for at least 3 items. E.g. gas testers, SCBA, Level A suits, fire extinguishers.

Page 6: [37] Comment [EXW41] Ernie Wong

Page: 1

Contractor: Maintain in "one place" all test, inspection and maintenance records.

Verifier: Review availability of records and if they are current.

Page 6: [38] Comment [EXW42] Ernie Wong

Page: 1

Contractor: Show procedures for decontamination.

Verifier: Check procedures exist. Do not require individual procedures for each product.