

TEAP III TRANSPORTATION EMERGENCY RESPONSE SERVICE PROVIDER STANDARD

Introduction

In 2008, the Transportation Emergency Response Program, Version Three (TEAP III), the Chemistry Industry Association of Canada (CIAC) – formerly Canadian Chemical Producers' Association (CCPA) - introduced a new standard for transportation emergency response (TER) for its members. The objective of the *CIAC Transportation Emergency Response Standard* (CIAC TER Standard) is to establish minimum criteria for effective road and rail transportation emergency planning, preparedness and response for a CIAC member's incident that may occur in Canada. This standard provides requirements for planning, administration, training, resource utilization, assessing and other aspects of transportation emergency preparedness and response.

Knowing a national network of capable on-scene service providers whether in-house, mutual aid or for hire would be required for many CIAC members to meet the CIAC TER Standard, a parallel initiative was undertaken to develop a *TEAP III Transportation Emergency Response Service Provider Standard* (TEAP III TERSP Standard). The CIAC engaged other stakeholders with a common interest in this initiative. The Canadian Association of Chemical Distributors (CACD), the Railway Association of Canada (RAC), CN, CP Rail, the Canadian Emergency Response Contractors Alliance (CERCA) and Chlorine Institute Emergency Plan (CHLOREP, Canadian operations only) each contributed to developing this TEAP III TERSP Standard, management process and an assessment tool. The assessment management process has been documented in: *TEAP III Transportation Emergency Response Service Provider (TERSP) Standard Assessment Management Process*. The assessment tool is titled: *TEAP III Transportation Emergency Response Service Provider Standard Assessment* (TEAP III TERSP Standard Assessment). These two companion documents have been developed to facilitate high-quality assessment of service providers against the TEAP III TERSP Standard.

The purpose of this initiative is to maintain an identified TERSP network with the capability and capacity to safely and efficiently respond, control, contain and remediate the impacts of a chemical transportation incident.

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Definitions

A TEAP III TERSP is a response team with capable resources (people, training, experience and equipment) on a 24-hour basis to provide on-scene response to a transportation incident. The response team should be able to:

- Execute initial **stabilization** of the incident thereby immediately reducing the risk of chemical exposure to people and the environment (independent of response time and site access). 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 non-dangerous goods.
- Execute **mitigation**, once an incident has been stabilized, to remove the immediate risk of chemical exposure to people and the environment. Mitigation includes operational activities directed towards assessment and initial product recovery by means of product displacement. Product displacement includes, but is not limited to, product transfer, neutralization, de-activation, repackaging or over packing, flaring or depressurization.

NOTE: The following paragraph is optional information and not part of the TEAP III TERSP Standard.

- Execute **remediation**, once an incident has been stabilized and mitigated, to reduce the long term risk of chemical exposure to people and the environment. Remediation includes operational activities directed towards assessment and final product recovery by means of waste disposal, site clean up and site restoration for return to normal use and functions.

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The TEAP III TERSP shall:

Part 1: Management

- Maintain a written statement of commitment to health, safety, and environment or commitment to Responsible Care®.
- Assign and document responsibility for maintaining and submitting of the TEAP III TERSP Standard Assessment and the TEAP III TERSP Standard Annual Update.
- Identify and comply with all legal requirements associated with transportation emergency response business.
- Carry the following insurance coverage (or equivalent) and maintain evidence of:
 - Good standing with federal/provincial/territorial workers compensation authority,
 - \$5 million Liability and Property Damage, and \$5 million Environmental.
- Only offer to perform tasks for which they are competent.
- Submit to affected clients notification as soon as they become aware to changes significant enough that the TERSP capability and capacity is inadequate to execute the planned response.

Part 2: Activation and Response

- Maintain a primary 24-hour emergency response activation telephone number and an alternate activation number.
- Document the activation protocol (flowchart or other) for co-coordinators and response personnel in the event of an emergency call, and share this with clients.
- Collect relevant information for every emergency call received. A standard form or checklist is recommended.
- Implement a strategy to have ready access 24/7 to MSDSs involved in an incident.
- Maintain documented response guidelines for all chemicals to which they respond (e.g. Disciplined Approach, SOGs, current ERG, WISER, etc...).
- Document response activities and upon request provide documentation to clients.
- Establish targets for, and measure conformance with:
 - Time to client contact and time to team mobilization
 - Conduct an evaluation/debrief on responses, involving the client where appropriate, identify gaps and take corrective action as necessary, and
 - For responses on behalf of CIAC TER Standard participants, submit a *TEAP III Transportation Emergency Response Performance* form.

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Part 3: Resources

3.1 Contact List, third party resources and mutual aid

- Maintain a current list of emergency response team members (with associated skills), clients and government agencies.
- Maintain a list of equipment resource services in their response area (e.g. vacuum trucks, heavy moving equipment, etc...). NOTE: Optional but of benefit is information on accommodations, aircraft and other means of travel, waste transport and disposal options.
- In the case of unique equipment or personnel to be outsourced (e.g. 150 lb cylinder coffin; vent and burn), document the access protocol. Written agreements are required.
- Establish written agreements with other TERSPs as necessary to provide emergency response capability and capacity where required.
- For the purposes of CIAC TER Standard participants, establish written agreements with other registered TEAP III TERSPs.

3.2 Equipment & Materials

- Maintain or have access to reliable communication equipment that enables contact between involved parties in an emergency response situation.
- Maintain an equipment inventory at the Canadian response location in accordance with the *TEAP III TERSP Standard Essential and Specialty Equipment List*. NOTE: Specialty equipment when applicable.
- Ensure the equipment inventory is sufficient to meet the response requirements for chemicals, modes of transport and means of containment identified in the *Capability Chart*.
- Identify and meet regulatory requirements associated with the equipment.
- Consult with clients to identify any unique equipment requirements related to their products and means of containment, and ensure these requirements are met.

3.3 Personnel

- At minimum, have four TEAP III registered responders working out of the Canadian response location of which two must be Team Leaders.
- At minimum, have available 24/7 for on-scene dispatch two TEAP III registered responders of which one must be a Team Leader.
- A TEAP III registered Team Leader or team member must be current on all requirements in the *TEAP III TERSP Standard Training Matrix*.
- Establish a program for employees and contract employees involved in emergency response activities that include fit for duty and post-response assessment, as necessary.

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Part 4: Preparedness

4.1 Training

- Establish a training program for response team members, in accordance with the *TEAP III TERSP Standard Training Matrix*.
- Ensure all regulatory training requirements are identified and incorporated into the training program.
- Ensure the training program includes any specialty or unique training requirements relating to client products.
- Document the content and frequency of training modules delivered to team members.
- Maintain training records for emergency response team members for a minimum of three years or as specified by regulation.

4.2 Exercises

- Have Team Leaders demonstrate competence either through on-scene response or field exercise for each Standard Operating Guideline (SOG) over a three year period.
- Conduct and document an evaluation/debrief of exercises, identify gaps and take corrective actions as necessary.
- Maintain documentation for a minimum of three years.

4.3 Equipment Maintenance

- Establish programs for equipment maintenance and testing that includes manufacturer recommendations and any regulatory requirements.
- Maintain records of equipment testing and maintenance for all emergency response and transportation equipment for a minimum of three years or as specified by regulation.