

TEAP III TERSP Standard Assessment

Summary

TERSP company assessed:	Iron Horse Response Inc.
TERSP location:	235090 Wrangler Drive Rocky View, AB, T1X 0K3
TERSP location's area of coverage:	Alberta, Eastern B.C., and Western Saskatchewan
Date (yyyy-mm-dd) assessed:	2017-08-29
Assessors:	Team Leader: Randy Mak, Operations Technician, Dow Chemical Canada ULC Assessor: Stephane Johnson, Response Centre Manager, ECRC Assessor: Curtis Myson, Dangerous Goods Specialist, RAC Observer: Rich Balsiger, Rail Ops Technical Advisor, Dow Chemical Canada ULC
TERSP Representatives:	Max Thevenot, Chief Operations Officer Pat MacIsaac, Emergency Preparedness Manager
Opportunities for improvement:	
Best practices for sharing:	Client receives a text message confirming their call
Recommendation for registration:	Approved by TEAP III Editorial Board: 2017-10-20 Next location assessment due: 2019-08

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Capability Chart								
Contact Details	TDG Class	Mode of Transport			Means of Containment	Stabilization ¹ (X, S, O, SO)	Mitigation ² (X, S, O, SO)	Remarks and Examples
		M	RR	R				
Company name: Iron Horse Response Inc Address: 235090 Wrangler Drive Rocky View AB T1X0K3 Office • Telephone: 403-217-2711 • FAX: 403-217-0233 • Website: www.ironhorse.ca 24-hour Activation • Telephone: 1-844-577-4766 • Contact Position: Team Lead on call Regional coverage from this location: Alberta, Eastern BC, and Western Saskatchewan Is coverage outside this region available via this location? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Date: 2017-05-15 By Location Leader (name): Max Thevenot Position: Chief Operations Officer E-mail: mthevenot@ironhorse.ca	1							
	2.1		X	X	T/T, T/C, IM	X	X	UN 1075 Propane
	2.2		X	X	T/T, T/C, IM	X	X	UN 1066 Nitrogen
	2.3		X	X	T/T, T/C, IM	X	X	UN 1005 Anhydrous Ammonia
	3		X	X	T/T, T/C, SC, LC, IM	X	X	UN 1202 Diesel UN 1203 Gasoline
	4.1		X	X	T/T, T/C, SC, LC, IM	X	X	UN 3175 Hydrocarbon Contaminated Soil.
	4.2							
	4.3							
	5.1		X	X	T/T, T/C, SC, LC, IM	X	X	UN 1942 Ammonium Nitrate
	5.2							
	6.1		X	X	T/T, T/C, SC, LC, IM	X	X	UN3082 Environmentally Hazardous Substance
	6.2		X	X	T/T, T/C, SC, LC, IM	X	X	UN 2814 Infectious Substance
	7							
	8		X	X	T/T, T/C, SC, LC, IM	X	X	UN 1830 Sulphuric Acid,
	9		X	X	T/C, T/T, IM, L/C, S/C	X	X	UN 2590 Asbestos
Other		X	X	T/C, T/T, IM, L/C, S/C	X	X	Glycol & other non-regulated	

Commented [TEAP III1]: TERSP: The possible abbreviations are: T/T = tank truck; T/C = tank car; c = cylinders, all sizes; SC = small means of containment < 450 litres; LC = large means of containment > 450 litres; IM = intermodal.

Commented [TEAP III2]: TERSP: Provide examples by UN number or shipping name.

Commented [TEAP III3]: TERSP: Within 6 hour travel time by road averaging 65 km/h.

Commented [TEAP III4]: TERSP: Means via TERSP(s) from other location(s).

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LEGEND:

M - Marine; RR - Railway; R - Road; X - Performs operation in house; S - Sub-contracted; O - Resources from outside area of coverage; SO -Sub-contracted resources from outside area of coverage.

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.

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Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
Part 1 – Management						
1		X	<p>Corporate Safety Policy and Vision, pg. 4 Health and Safety Manual.</p> <p>Statement posted in main office.</p>	X		<p>Viewed the Corporate Safety Policy & Vision, pg. 4 Health and Safety Manual</p> <p>Statement dated 2017 is posted in the lobby</p>
2		X	<p>Responsibilities outlined under following SOG's:</p> <p>Assignment of Responsibility and Accountability for Safety</p> <p>Program Updates, Audits and Review.</p>	X		<p>Viewed SOG document on pg. 201 specifically to TEAP III dated 2017-01</p>
3		X	<p>Completed and submitted 2016-09-18</p>	X		<p>Completed and posted 2016-09-23</p>
4		X	<p>Iron Horse meets and exceeds all legal requirements.</p>	X		<p>Viewed Training Matrix:</p> <p>TDG, WHMIS, CVIP</p>
5	<p>Minimum insurance requirements:</p>					
5a		X	<p>All requirements have been completed and documented</p>	X		<p>Viewed WCB certificate dated 2017-08-29</p>

Commented [TEAP III15]: TERSP: Provide proof of a full and positive statement of commitment to addressing issues of health, safety, and the environment.
Assessor: View policy statement and note date of issue and if signature is current.

Commented [TEAP III16]: TERSP: The individual with responsibility to manage and update the *TEAP III TERSP Standard Assessment* must be identified and available.
Assessor: View, note the document title.

Commented [TEAP III17]: TERSP: Complete the *TEAP III TERSP Standard Annual Update* (Capability Chart, Emergency Response and Exercise Table, and Change of Resources) and submit annually during non-assessment year to TEAP III (Director, Technical and Sustainable Logistics, CIAC, 805 – 350 Sparks Street, Ottawa, K1R 7S8).
Assessor: Review the *TEAP III TERSP Standard Annual Update* and note the date?

Commented [TEAP III18]: TERSP: Legal requirements means: TDG and referenced requirements under CSA (e.g. pressure hose test), CGSB (e.g. tank standards and certification) and so on; WHMIS; federal and provincial workplace labour codes; and commercial vehicle standards under National Safety Code or equivalent such as CVOR, SAAQ, etc., as well as equipment manufacturer's test and maintenance requirements.
Assessor: View, note document titles that support legal compliances.

Commented [TEAP III19]: TERSP: Obtain current certificate from relevant workers compensation authorities (not to exceed 12 months).
Assessor: View certificate and record date (check for expiration date).

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Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
5b Public Liability and Property Damage, \$5 million?	X		\$5 million coverage	X		Viewed certificate dated 2017-10-31 expiry
5c Environmental, \$5 million?	X		\$5 million coverage	X		Viewed certificate dated 2017-10-31 expiry
6 Is there a management system in place to notify affected clients of any change in capability and/or capacity?	X		Responsibilities outlined under SOG: Management of Response Capabilities	X		Viewed SOG document on pg. 201 specifically to TEAP III dated 2017-01
7 If your company has previously had a TEAP III TERSP Standard Assessment, was the Draft Report retained and produced for this assessment?	X		On File	X		Viewed document dated 2015-08-18

Commented [TEAP III10]: TERSP: Have copy of policy available - Certificate of Insurance
Assessor: View certificate(s) and record date(s).

Commented [TEAP III11]: TERSP: Have copy of policy available - Certificate of Insurance
Assessor: Verify certificate(s) and record date(s).

Commented [TEAP III12]: TERSP: Provide copies of submissions to affected clients prior to changes significant enough that capability and/or capacity to execute the planned response is questionable. For example, changes to: *Capability Chart*, management, activation telephone number, geographic coverage, essential or speciality or unique equipment, number of registered responders, written agreements with other TERSPs...
Assessor: If applicable, view and note date(s) of submission(s).

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	Yes	No		Yes	No	

Part 2 – Activation and Response

1a	Is there a 24-hour emergency response activation telephone number?	X		1-844-577-4766 links to a call center. 4 other locations that are able to pick the call up if required.	X		Tested number on 2017-08-28 at 21:13. Answering service recorded name, call back number, and company affiliation, then patched through to Iron Horse on call team lead. Max Thevenot responded at 21:17 (total elapsed time was 4 minutes). A text showing the record of the call was also sent back.
1b	Is there another 24-hour telephone number that can be used to activate a response?	X		403-919-0441	X		Tested backup number 2017-08-29
2	Is there a documented activation protocol (flowchart or other) for coordinators and response personnel in the event of an emergency?	X		Responsibilities outlined under SOG: Call Out Protocol	X		Viewed document pg. 54 in the Response SOG dated 2017
3	Does the TERSP use a form to record incident information?	X		ICS based standardized incident action plans, report forms and incident summary reports are outlined in our safety manual.	X		Viewed Callout Protocol, etc. pg. 157 in the SOG dated 2017
4	Which methods are used to access a current MSDS on a 24-hour basis:						
4a	Paper copy?	X		Paper copies of clients MSDS are maintained within the specific emergency response	X		Viewed copies for UN 1005 SDS for client dated 2013-07-01

Commented [TEAP III13]: TERSP: State if there is a primary activation telephone number.
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.

Commented [TEAP III14]: TERSP: State if there is a secondary number to the primary activation telephone number. For example: An office telephone number, telephone number with area code, two activation telephone numbers but at different locations and so on?
Assessor: There is no need to check or test the alternative telephone number.

Commented [TEAP III15]: TERSP: Document alerting process to activate response, ensure this is communicated to clients.
Assessor: View protocol (may include a call down list, flowchart, contact list), note title and date.

Commented [TEAP III16]: TERSP: Provide a copy of the basic form or checklist used to record details of each call received.
Assessor: View, note document title and last revision dates.

Commented [TEAP III17]: TERSP: You must have the ability to readily obtain a current MSDS for a material identified on your *Capability Chart*.
Assessor: View current MSDS selected from the *Remarks and Examples* column of the *Capability Chart*. Note method(s) demonstrated.

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	Yes	No		Yes	No	
			plan.			
4b		X	Team leads/members are trained in calling CANUTEC.	X		Viewed team lead's cell phone
4c		X	If available, via web, email, fax.	X		Viewed SDS dated 2017-04-04 sent via e-mail
4d			X Not used	---	---	
4e		X	Wiser, Cameo.	X		Viewed team lead's cell phone
4f			X Not used	---	---	
4g		X	Wiser, Cameo, NIOSH Pocket Guide, Ask-Rail Smartphone Apps.	X		Viewed Ask-Rail, Wiser, and NIOSH apps on team lead's phone
5	Are there Standard Operating Guidelines for dealing with response to all products/classes/means of containment identified in the Capability Chart?	X	SOG's have been developed for safe mitigation of each hazard class.	X		Viewed SOG for Anhydrous Ammonia Class 2.3, Butadiene Class 2.1, Class 3 (Flammable Liquids)
6	Are response activities for incidents documented?	X	Documentation requirements outlined under SOG: Appendix C, Response Standard Forms	X		Viewed Incident Response Reports dated 2017-01-21, also one dated 2017-01-13
7	What is the target mobilization time from receiving an initial activation call to rolling with response team and equipment for incidents requiring immediate response:					
7a	During regular business hours?	X	30-45 Mins	X		Viewed document dated 2017-05-01, departed <20 minutes

Commented [TEAP III18]: 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, decontamination, etc. List sources (e.g. ERG, AAR Guide, WISER, Disciplined Approach.)
Assessor: View, note titles of SOG's.

Commented [TEAP III19]: TERSP: Provide copies of incident(s) document(s) for TEAP III participants, include registered Team Leaders and team members.
Assessor: Review, note registered Team Leader(s) and team member(s), use of activation call report, response report, work order, job reports, photographs...

Commented [TEAP III20]: TERSP: Identify regular hours of business (e.g. 09h00 to 17h00)
Assessor: View, note date(s), time(s) to scene(s) and size of team(s) deployed.

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	Yes	No		Yes	No	
7b	Outside regular business hours?	X	60-75 Mins	X		Viewed document dated 2017-01-21, departed <30 minute
8	Evaluation and debrief of responses:					
8a	How do you choose which responses to debrief?	An after-action report is created for all incidents as per SOG: After Action Review		X		Viewed After Action Review log dated 2017-08
8b	Does the debrief identify gaps and corrective actions?	X		X		Viewed After Action Review log major incident dated 2017-01-21 #17-094, minor incident dated 2016-05-04 #16-057-00
8c	Describe how corrective actions are tracked to completion.	As per SOG: After Action Review, corrective actions are assigned by the manager who tracks timelines, resolutions, and outcomes.		X		Viewed After Action Review Log dated 2017-08
9	Is the TEAP III TERSP Standard Performance Feedback submitted to TEAP III?		X	---	---	
10	If you are listed in a client's ERAP, do you have a copy of the client's ERAP?	X		X		Viewed copies for UN 1005 for client dated 2017-01
11	How do you track updates of your client's ERAP?	Annual request to clients for update		X		Viewed copies of Document Revision for UN 1005 for client dated 2017-01
12	If you are listed in another TERSP client's ERAP, do you have a copy of that client's ERAP?		X	---	---	N/A

Commented [TEAP III21]: TERSP: Describe criteria (e.g. Client request, injury, duration, ERAP).
Assessor: If applicable, view and note dates.

Commented [TEAP III22]: TERSP: Provide debrief records of corrective actions required and taken.
Assessor: If applicable, view and note corrective action(s) identified and assigned.

Commented [TEAP III23]: TERSP: Provide documentation.
Assessor: View and note process (item, assignment, due date, status)

Commented [TEAP III24]: TERSP: State how many have been submitted.
Assessor: If applicable, view and note submission date(s).

Commented [TEAP III25]: TERSP: Must have a copy of each client's ERAP. If does not apply, indicate NA.
Assessor: If applicable, view and note ERAP(s) approval date(s).

Commented [TEAP III26]: TERSP: Must 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, view and note ERAP(s) approval date(s).

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	Yes	No		Yes	No	

Part 3.1 – Resources: Contact list, third party resources and mutual aid

1	Are current contact lists available for:					
1a	Response coordinators?	X		IHR Contact List Binder and electronically available to all staff.	X	Viewed Contact List Binder dated 2017-08
1b	Team Leaders and team members?	X		IHR Contact List Binder and electronically available to all staff.	X	Viewed Contact List Binder dated 2017-08
1c	Clients?	X		IHR Contact List Binder and electronically available to all staff.	X	Viewed Contact List Binder dated 2017-08
1d	Government agencies?	X		IHR Contact List Binder and electronically available to all staff.	X	Viewed Contact List Binder, Government Agencies, dated 2017-07-15
2	Has a list of equipment resource services (e.g. vacuum trucks, heavy moving equipment) in TERSP response area been developed?	X		Information is added, edited and updated as per SOG: Management of Response Capabilities	X	Viewed Contact List Binder dated 2017-08
3a	Describe any personnel or unique equipment outsourced?	X		Client assets stored and available to other approved clientele	X	Viewed client response trailers that are for use of mutual aid partners.
3b	If yes, does a written agreement exist:	X			X	Deployed under direction of the client. Viewed Supply Services Agreement dated 2015-02-28

Commented [TEAP III127]: TERSP: Provide copies of contact lists that include access telephone numbers (including consideration of off-hours, weekends and vacations); designates should also be listed. List must be dated. Describe the system in place to ensure that the contact lists are maintained current.
Assessor: View, note last revision date and document title and location.

Commented [TEAP III128]: TERSP: Provide list of equipment resource support services.
Assessor: View, note last revision date.

Commented [TEAP III129]: TERSP: Provide a list of personnel or unique equipment for materials not listed in the *TEAP III TERSP Standard Essential and Specialty Equipment List*. For example, do you outsource for 150 lb cylinder coffin?
Assessor: View, note last revision date.

Commented [TEAP III130]: TERSP: If yes, provide the access protocol and agreement.
Assessor: View, note agreement date.

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	Question	TERSP		TERSP Comment	Assessed		Assessor Comment
		Yes	No		Yes	No	
4	Are written agreements established with other TERSPs for:						
4a	Coverage in your region?		X		---	---	
4b	Coverage outside your region?		X		---	---	
4c	You to support them in your region?		X		---	---	
5	Are these other TERSPs registered with TEAP III for:						
5a	Coverage in your region?		X		---	---	
5b	Coverage outside your region?		X		---	---	
5c	You to support them in your region?		X		---	---	

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Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	

Part 3.2 – Resources, Equipment and Materials

1	Is there equipment for communications between:					
1a	The Home Coordinator and the incident scene?	X		Cell phones, Landlines	X	Viewed team leader cell phones
1b	Personnel at the incident scene?	X		Cell phones, Satellite phone, Radios	X	Viewed cell phones, radios
2	Does the company meet the requirements of the <i>TEAP III TERSP Standard Essential and Specialty Equipment List</i> for:					
2a	Essential Equipment items at the location?	X		Meet and exceed minimum requirements	X	Viewed equipment that meets the TEAP III TERSP Standard requirements
2b	Specialty Equipment items at the location?	X		Iron Horse operates specialty equipment to deal with corrosives transfers and styrene transfers.	X	Viewed Specialty Equipment for Class 2.1 and 2.3
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		Yes	X	Viewed the equipment required to fulfill the stated capability
4	Are programs in place for ensuring equipment meets applicable Canadian certification and registration requirements?	X		Responsibilities outlined under SOG: Maintenance	X	Viewed SOG Maintenance pg. 75 dated 2017-01

Commented [TEAP III31]: TERSP: Identify equipment and quantities available. Consider cell phones, satellite phones, intrinsically safe radios, portable radios...
Assessor: View, describe equipment and quantity viewed.

Commented [TEAP III32]: TERSP: All *Essential Equipment* must be at the location.
Assessor: View, note that all *Essential Equipment* is at the location.

Commented [TEAP III33]: TERSP: All claimed *Specialty Equipment* must be at the location.
Assessor: View, note that all claimed *Specialty Equipment* is at the location.

Commented [TEAP III34]: TERSP: Ensure you have equipment for all materials, modes of transport and means of containment for which you provide response.
Assessor: Select a few **Capability Chart** materials, view and note associated equipment.

Commented [TEAP III35]: TERSP: Examples are CSA: Transport Canada; provincial transportation, and so on. Provide records of approvals.
Assessor: View, note items and associated approval records and dates.

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Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	

Part 3.3 – Resources, Personnel

1	How many response personnel are trained to the <i>TEAP III TERSP Standard Training Matrix</i>:					
1a	TEAP III registered Team Leaders?	5	C. Bews, M. Thevenot, P. Maclsaac, B. Edlund, G. Mckay	X		Viewed the IHR Training Matrix records: P. Maclsaac, M. Thevenot
1b	TEAP III registered team members?	8	C. Foster, J. Barry, S. Young, R. Whyte, C. Demers, J.R. Parker, C. Ranger, S. Ferguson	X		Viewed the IHR Training Matrix records: S. Young, C. Foster
1c	Other Team Leaders?	0		---	---	
1d	Other team members?	9	See Training Matrix or Contact List	X		Viewed the IHR Training Matrix
2	Is there a fit for duty program?	X	As per SOG: Fit for Duty, Medical Monitoring & Exposures	X		Viewed Fit for Duty SOG pg. 53 in the Company Safety Manual
3	Is there post-incident stress management program?	X	As per SOG: Critical Incident Stress Management. Additionally, 2 Team Leads are trained in CISM to the Advanced Level and have access to an outside CISM Team.	X		Viewed Critical Incident Stress Management in SOG pg. 95 Viewed training certificate: M. Thevenot dated 2013-11-22

Commented [TEAP III36]: TERSP: A TEAP III registered Team Leader must be current on all requirements in the *TEAP III TERSP Standard Training Matrix*. Registered responders can be for only a single location and company. List all names (e.g. L. Laferriere)
Assessor: Review individual records for compliance with *TEAP III TERSP Standard Training Matrix*, note names as initial of first name and full last name (e.g. L. Laferriere).

Commented [TEAP III37]: TERSP: A TEAP III registered team member must be current on all requirements in the *TEAP III TERSP Standard Training Matrix*. Registered responders can be for only a single location and company. List all names (e.g. L. Laferriere).
Assessor: Review individual records for compliance with *TEAP III TERSP Standard Training Matrix*, note names as initial of first name and full last name (e.g. L. Laferriere).

Commented [TEAP III38]: TERSP: Describe the elements of your fit for duty program and frequency of re-assessments.
Assessor: View program documentation, note document titles.

Commented [TEAP III39]: TERSP: Describe the elements of your post-incident stress management program.
Assessor: View program documentation, note document titles.

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Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	

Part 4.1 – Preparedness, Training

1	Is the training program established in accordance with the <i>TEAP III TERSP Standard Training Matrix</i> ?	X		Iron Horse's training matrix meets and exceeds the training required.	X		Viewed the IHR Training Matrix which meets the TERSP matrix dated 2017-01
2	Is training conducted using specialty equipment?	X		Training is provided and competency tracked on Training Matrix.	X		Viewed IHR Training Matrix for LPG and Anhydrous Ammonia: P. Maclsaac dated 2016-11-17
3	Is the training content documented for each module?	X		Individual training records are recorded for in house training, certificates are provided for outside courses	X		Viewed IHR Training module for Risk Assessment, ERAC FL, Gas Detection
4	Are training records maintained for Team Leaders and team members for a minimum of three years?	X		Training records have been maintained since 2015	X		Viewed files since inception - 2015
5	If you respond to railway mode:						
5a	Is a railway dangerous goods response training course part of your training matrix?	X		SERTC Tank Car Specialist, Advanced Tank Car Specialist, Crude by Rail training, Erail Safe.	X		Viewed the IHR Training Matrix Viewed certificate: S. Young dated 2015-10-05 C. Foster dated 2015-06-26
5b	If yes, which TEAP III registered Team Leaders and team members have attended training?			M. Thevenot, P. Maclsaac, C. Bews, B. Edlund, G. Mckay, C. Foster, S. Young	X		Viewed the IHR Training Matrix Viewed certificate:

Commented [TEAP III40]: TERSP: Describe your training program and how it exceeds the *TEAP III TERSP Standard Training Matrix*.
Assessor: Review TERSP's training matrix for enhancements (e.g. C Kit training, inhibitor injection, flaring...)

Commented [TEAP III41]: TERSP: Provide evidence of training on specialty equipment (e.g. SOG, PPE, detection equipment).
Assessor: Review two records, note subject areas (e.g. application of C Kit while wearing a Level A suit, simulated corrosive liquid tank truck transfer, LPG flaring).

Commented [TEAP III42]: TERSP: Provide documentation of training modules (objectives, course content, required resources, competency). Proof via external training certificates must be accompanied by course content.
Assessor: Review two internal training modules, note titles and list contents; review two external training certificates, note titles and source (e.g. RAC, AAR, Honeywell).

Commented [TEAP III43]: TERSP: Provide evidence of railway ER training (e.g. RAC, ERTC, JIBC, CN, CP Rail).
Assessor: Review, note titles and source.

Commented [TEAP III44]: TERSP: List names of those who have attended training.
Assessor: Review two records; note names, course titles and source (e.g. L. Laferriere, Tank Car Specialist, ERTC).

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	Yes	No		Yes	No	
						M. Thevenot dated 2015-04-10

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	Yes	No		Yes	No	

Part 4.2 – Preparedness, Exercises

1	Have Team Leaders demonstrated competency for each SOG through training or equivalency granted for a response?	X		Competency is outlined in the Iron Horse training matrix	X		Viewed ERAC FL exercise dated 2016-08-16
2	Are exercise activities documented?	X		Individual training records and certifications are outlined in Ironhorse's training matrix	X		Viewed IHR Training Matrix dated 2017-01
3	Evaluation and debrief of exercises:						
3a	How do you choose which exercises to debrief?			An after-action report is created for all exercises as per SOG: After Action Review	X		Viewed After Action Review log
3b	Does the debrief identify gaps and corrective actions?	X			X		Viewed After Action Review log ERAC FL exercise dated 2016-08-16
3c	Describe how corrective actions are tracked to completion.			As per SOG: After Action Review, corrective actions are assigned by the manager who tracks timelines, resolutions, and outcomes.	X		Viewed After Action Review Log dated 2017-08

Commented [TEAP III45]: TERSP: Team Leaders should be current in all applicable SOGs (e.g. Disciplined Approach, Safe Work Guidelines; bulk liquid transfer, flaring). Each equivalency for response granted must be noted in the individual's training file
Assessor: Review that Team Leaders are current on applicable SOGs, note names of those vetted.

Commented [TEAP III46]: TERSP: Provide copies of exercise document(s), include names of registered Team Leaders and team members, means of containment, material, hands on activity.
Assessor: Review, note elements (e.g. MOC, activity performed, participants).

Commented [TEAP III47]: TERSP: Describe criteria (e.g. Client request, injury, duration, ERAP).
Assessor: If applicable, view and note dates.

Commented [TEAP III48]: TERSP: Provide debrief records of corrective actions required and taken.
Assessor: If applicable, view and note corrective action(s) identified and assigned.

Commented [TEAP III49]: TERSP: Provide documentation.
Assessor: View and note process (item, assignment, due date, status).

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	Yes	No		Yes	No	

Part 4.3 – Equipment Maintenance

1	Is a program established for equipment inspection, maintenance and testing?	X		Responsibilities outlined under SOG: Maintenance	X		Viewed equipment maintenance SOG pg. 54 dated 2017-01
2	Are records kept of inspection, testing and maintenance for at least three years for:						
2a	TEAP III TERSP Essential and Specialty Equipment List, where applicable?	X		Responsibilities outlined under SOG: Maintenance	X		Viewed hose testing records for Anhydrous Ammonia hose #72003613271, pump maintenance records
2b	Transportation equipment?	X		Responsibilities outlined under SOG: Maintenance Program Policy	X		Viewed CVIP dated 2017-08 on truck HT618

Commented [TEAP III50]: TERSP: Show evidence of an equipment testing and maintenance program that is in compliance with manufacturer recommendations or regulatory requirements. Assessor: View program, note elements (e.g. equipment listing, inspection detail, frequency, e-system or paper-based).

Commented [TEAP III51]: TERSP: Maintain test, inspection and maintenance records that are relevant to materials on the *TEAP III TERSP Standard Essential and Specialty Equipment List*; (e.g. SCBA, Level A suits, transfer hoses, power generators, pumps, instrumentation, gas detector and calibration, gaskets). Assessor: Review records, note items and frequencies (e.g. suit tests, hose test, generator inspection/test, gas detectors).

Commented [TEAP III52]: TERSP: Maintain test, inspection and maintenance records for vehicles. Assessor: View, note motor vehicle safety certificates on or in vehicles, by identification number.

TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	

Part 5 – Hazardous Waste and Hazardous Recyclable Materials

1	Does the TERSP have a permit or certificate to:					
1a	Transport hazardous waste and/or hazardous recyclable materials?		X	We facilitate waste movements between third party providers	---	---
1b	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		All disposal and hauling is sub contracted out to a third party	X	Viewed the list of contractors in the Contact List binder dated 2017-07

Commented [TEAP III53]: TERSP: Provide permit/certificate that identifies the class of hazardous waste and/or hazardous recyclable materials.
Assessor: View, note permit/certificate number and expiry date (where applicable).

Commented [TEAP III54]: TERSP: Provide permit/certificate that identifies the class of hazardous waste and/or hazardous recyclable materials.
Assessor: View, note permit/certificate number and expiry date (where applicable).

Commented [TEAP III55]: TERSP: Provide permit/certificate that identifies the class of hazardous waste and/or hazardous recyclable materials for sub-contractor(s).
Assessor: View, note permit/certificate number(s) and expiry date (where applicable).

Transportation Emergency Response Service Provider (TERSP) Optional Information

Part 6 – Marine Chemical Emergency Response (optional and not part of TERSP Standard 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:			
1a	Deep sea operations?		X	
1b	Coastal operations?		X	
1c	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	

Commented [TEAP 11156]: TERSP: This is an optional part which you are free to complete or leave blank. There will be no assessment provided for this section.
Assessor: Do not check or question any information provided here.

Transportation Emergency Response Service Provider (TERSP) Optional Information

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

		Yes	No	TERSP Comment
1	Who in your company has attended TEAP III Transportation Emergency Response Service Provider Standard training?	W. Tario, M. Thevenot, P. MacIsaac, B. Edlund		
2a	Do you participate in TransCAER® outreach events?	X		IHR regularly attends TRANSCAER events in the Prairie region
2b	If yes, how? Provide list of dates and activities for the past two years.	August 2016, Chlorine Training, Calgary. Port Coquitlam, March 2017, Ponoka, August/Sept 2016, Edmonton Sept. 2015, Lloydminster Aug 2015.		
3a	Do you belong and participate in a trade association such as CERCA, CIAC, CACD, RAC and/or other (describe other)?	X		CERCA member in good standing.
3b	If yes, describe your involvement.	COO is chair of Social Media Committee. Iron Horse organized the 2017 CERCA Spring Meeting in Calgary. Attend all events / meetings.		
4a	Do you belong or contribute to a local community enhancement program?	X		
4b	If yes, describe your involvement. NOTE: Do not include donations to local hockey team-sweater purchase fund or the like.	Showcase Iron Horse Response as well as client's equipment at first responder seminars. Instruct hazardous materials curriculum to local first responders.		

Commented [TEAP 11157]: TERSP: This is an optional part which you are free to complete or leave blank. There will be no assessment provided for this section.
Assessor: Do not check or question any information provided here.

Commented [TEAP 11158]: TERSP: Identify by name (e.g. L. Laferriere) those who have attended.

Transportation Emergency Response Service Provider (TERSP) Optional Information

5a	Do you have an environmental management system in place such as ISO 14001?		X	
5b	If yes, describe.			
6a	Do you have a "green initiative" in place?	X		
6b	<p>If so, describe.</p> <p>Examples are vehicle emissions reduction, idling program, office paper recycling, controlling ER activity emissions such as dry connects, purge techniques, controlling run off...</p>	Office / shop recycling program.		

TEAP III TERSP Standard Assessment

TERSP Emergency Response or Exercise Table (previous 12 months only)

Material		Response		Exercise		Assessor Comment	
TDG Class	Shipping Name and UN Number	Date of last response (yyyy-mm-dd)	Registered Team Leader, last response (J. Doe)	Date (yyyy-mm-dd)	Registered Team Leader(s) (J. Doe)	Activity performed during exercise or response	Documentation viewed?
1							
2.1	Propane UN1075	2016-11-22	B. Edlund			Assess damaged T/C to determine if field transfer to T/C is necessary	
2.2							
2.3	Anhydrous Ammonia UN 1005	2017-01-21	B. Edlund, M. Thevenot, C. Bews			Mitigate T/C release by tightening/closing open/loose valves	Viewed Incident Response Report
3	Gasoline UN 1203	2017-01-13	B. Edlund, M. Thevenot, C. Bews			Drill and sting product from rolled over T/T and transfer to T/T	Viewed Incident Response Report
	Natural Gasoline UN 3295			2016-05-19	M. Thevenot, C. Bews, P. Maclsaac, B. Edlund, G. Mckay	Transfer T/C to T/C Conducted damage assessment, bond and ground, air monitoring, transfer, PPE, debrief	Viewed exercise report
4.1	Molten Sulphur UN 2448	2016-08-30	B. Edlund, M. Thevenot, C. Bews			Transfer T/C to T/C	
4.2							
4.3							
5.1							
5.2							
6.1							
6.2							
7							
8	Hydrochloric Acid UN 1789	2016-09-14	B. Edlund, M. Thevenot			Containment, Neutralization, and Clean-up of spill	
	Phosphoric	2016-12-06	B. Edlund,			Transfer T/C to T/C	

Commented [TEAP III60]: TERSP: Enter previous year data; an actual response that has been documented and debriefed could fulfil the exercise requirement. Remediation work does not qualify. Assessor: Review and verify reports, note titles and activities.

Commented [TEAP III59]: TERSP: Identify the means of containment and activities performed during the response or exercise with product or simulated products (e.g. Tank car plugging, drum over pack, tank truck transfer, cylinder capping, flaring/venting).

TEAP III TERSP Standard Assessment

TERSP Emergency Response or Exercise Table (previous 12 months only)

	Acid UN 1805		M. Thevenot, G. Mckay, C. Bews				
9	Asbestos UN 2590	2017-03-22	B. Edlund, M. Thevenot			Remediate site	
Other							

Table data entered: 2017-05-16