

## TEAP III TERSP Standard Assessment

### Summary

TERSP company assessed:	GFL Environmental Inc.
TERSP location:	26 Haniak Rd. Rosslyn, ON P7K 0C8
TERSP location's area of coverage:	Northwestern Ontario
Date assessed:	2018-09-11
Assessors:	Team Leader: Stephane Johnson, Response Center Manager, Great Lake Region, ECRC-SIMEC. Assessor: Adrian Michielsen, Regional Emergency Preparedness Advisor, Imperial Oil. Assessor: Chris Connors, Logistics Procurement, Operations & Compliance, Chemours Canada Company
TERSP Representatives:	Chris Winstl, Emergency Response Manager. Kevin Porter, Operations Supervisor.
Opportunities for improvement:	
Best practices for sharing:	Color coding to track hose recertification and equipment maintenance.
Recommendation for registration:	Approved by TEAP III Editorial Board: 2018-11-23  Next location assessment due: 2020-10

**Commented [EW1]:** Assessor: Must be supported by an Observation or Verbal Confirmation.

## TEAP III TERSP Standard Assessment

Capability Chart								
Contact Details	TDG Class	Mode of Transport			Means of Containment	Stabilization <sup>1</sup>	Mitigation <sup>2</sup>	Remarks and Examples
		M	RR	R		(X, S, O, SO)	(X, S, O, SO)	
<b>Company name:</b> <b>GFL Environmental Inc.</b>  <b>Address:</b> <b>26 Haniak Rd.</b> <b>Rosslyn, ON P7K 0C8</b>  <b>Office</b> <ul style="list-style-type: none"> <li>• Telephone: (807) 939-2994</li> <li>• FAX: (807) 939-2558</li> <li>• Website: <a href="http://www.gflenv.com">www.gflenv.com</a></li> </ul> <b>24-hour Activation</b> <ul style="list-style-type: none"> <li>• Telephone: 1-888-213-2220 or (807) 939-2994</li> </ul> <ul style="list-style-type: none"> <li>• Contact Position: <b>On-Call Team Leader</b></li> </ul> <b>Regional coverage from this location:</b> <b>Northwestern Ontario</b>  <b>Is coverage outside this region available via this location?</b>  Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  <b>Date: 2018-06-27</b> <b>By Location Leader (name): Chris Winstl</b> <b>Position: Emergency Response Manager</b> <b>E-mail: <a href="mailto:cwinstl@gflenv.com">cwinstl@gflenv.com</a></b>	1							
	2.1							
	2.2							
	2.3							
	3	X	X	X	T/T, T/C, IM, SC, LC	X	X	Transfer, stabilize – crude oil, methanol.
	4.1							
	4.2							
	4.3							
	5.1							
	5.2							
	6.1							
	6.2							
	7							
	8	X	X	X	T/T, T/C, IM, SC, LC	X	X	Transfer acids. ERAP coverage for some Class 8's. UN 1830.
	9							
Other								
<b>LEGEND:</b> 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. <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. 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.								

**Commented [TEAP III2]:** 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 III3]:** TERSP: Provide examples by shipping name or UN number.

**Commented [EW4]:** TERSP: Title used by the person (e.g. On-Call Team Leader, On-Call Manager).

**Commented [TEAP III5]:** TERSP: Within 6-hour travel time by road averaging 65 km/h.

**Commented [TEAP III6]:** TERSP: Means via TERSP(s) from other location(s).

## TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	

### Part 1 – Management

1	Is there a statement of the TERSP's commitment addressing health, safety, and environment?	X		See SOG Manual Section 8, SOG 13. The policy is signed by D. Myshok and posted in the lunch room. It is also in our H&S Manual policy 0.0.	X		Viewed Health & Safety Policy posted in the office entrance signed by GM dated: 2016-09.
2	Has responsibility for the management and updating of the <i>TEAP III TERSP Standard Assessment (Capability Chart, TERSP comment and Emergency Response or Exercise Table)</i> been assigned and documented?	X		SOG manual, s. 37, SOG 71 – Operating Documents and Administrative Controls states that it is the compliance person's responsibility to update and maintain these records.	X		Viewed Operating and Administrative Controls Document dated: 2016-09.
3	Has the <i>TEAP III TERSP Standard Annual Update</i> been completed and submitted?	X		Last submitted 2017-06-20.	X		Viewed posting report on teap3.ca dated 2017-06-20.
4	Have you identified all legal requirements pertaining to your transportation emergency response business? For example: TDG, WHMIS, CSA, manufacturers' recommendations,...	X		See WSIB cert. TDG training cards, WHMIS training, Truck VIKTP's, C of A, CVOR and HWIN registration.	X		Viewed records for: TDG, WHMIS, CVOR and C of A.
5	Minimum insurance requirements:						
5a	Is the company in good standing with relevant federal, provincial, territorial workers' compensation authority?	X		WSIB clearance, which can be produced online for clients.	X		Viewed letter WSIB clearance expiry date: 2018-11-18.

**Commented [TEAP III7]:** 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 III8]:** 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 III9]:** 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 III10]:** 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 III11]:** TERSP: Obtain current certificate from relevant workers compensation authorities (not to exceed 12 months).  
Assessor: View certificate and record date (check for expiration date).

### TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
5b Public Liability and Property Damage, \$5 million?	X		A copy of our insurance certificate is available. Policy renewal date is April 1, 2019.	X		Viewed Insurance certificate expiry date: 2019-04-19.
5c Environmental, \$5 million?	X		A copy of our insurance certificate is available. Policy renewal date is April 1, 2019.	X		Viewed Insurance certificate expiry date: 2019-04-19.
6 Is there a management system in place to notify affected clients of any change in capability and/or capacity?	X		Immediate notification will be made as outlined in the SOG manual s. 37, SOG 71 – Operating Documents and Administrative Controls.	X		Viewed SOG in Administrative Control Document dated: 2016-09.
7 If your company has previously had a TEAP III TERSP Standard Assessment, was the Draft Report retained and produced for this assessment?	X		Draft report available on TL's computer.	X		Viewed copy of working Draft Report dated: 2016-09-14.

**Commented [TEAP III12]:** TERSP: Have copy of policy available - Certificate of Insurance  
Assessor: View certificate(s) and record date(s).

**Commented [TEAP III13]:** TERSP: Have copy of policy available - Certificate of Insurance  
Assessor: Verify certificate(s) and record date(s).

**Commented [TEAP III14]:** 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).

### TEAP III TERSP Standard Assessment

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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		1-888-213-2220; calls are directed to our On-Call Team Leader.	X		Tested on 2018-09-10 at 19:53 to Call Service Centre. Questions asked: name, company and location, then connected to Team Leader for the region. Elapsed time: 3 minutes.
1b	Is there another 24-hour telephone number that can be used to activate a response?	X		1-807-939-2994, calls are directed to our On-Call Team Leader.	---	---	
2	Is there a documented activation protocol (flowchart or other) for coordinators and response personnel in the event of an emergency?	X		Activation Protocol is documented in a flowchart in the SOG Manual, s. 1, SOG – 2 Activation Flowchart.	X		Viewed Response Activation, SOG dated: 2016-09-20. Activation report, personnel contact information and flowchart dated: 2018-06-05.
3	Does the TERSP use a form to record incident information?	X		Spill Activation Report (SOG Manual s. 1, SOG – 4 Initial Activation Report) as well as the Incident Timeline will record the activities from the initial call, until end of work.	X		Viewed ER Initial Activation Reporting form dated: 2016-09
4	Which methods are used to access a current SDS on a 24-hour basis:						
4a	Internal (paper or electronic)?		X	Not utilized due to the defined expiry period, unless provided by client.	---	---	

**Commented [TEAP III15]:** 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 III16]:** 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 III17]:** 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 III18]:** 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 III19]:** TERSP: You must have the ability to readily obtain a current SDS for a material identified on your *Capability Chart*.  
Assessor: View current SDS selected from the *Remarks and Examples* column of the *Capability Chart*. Note method(s) demonstrated.

### TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment	
	Yes	No		Yes	No		
4b	CANUTEC?	X		Team Leaders and resource personnel have training on calling CANUTEC (613-996-6666 or *666 on cell), and we can receive fax or email.	X		Team Leader identified call number to reach CANUTEC.
4c	Shipper/manufacturer?	X		ERAP's will include SDS's from the Shippers / Manufacturers. These can be provided at the time of event.	X		Viewed ERAP that identifies an SDS.
4d	Internet (state method and web sites)?	X		Utilize laptop with Wi-Fi and smart phones to access the internet.	---	---	
4e	Other (state method)?		X		---	---	
5	Are there Standard Operating Guidelines for dealing with response to all products/classes/means of containment identified in the Capability Chart?	X		Sections 12 through 20 of the GFL Environmental SOG manual deal with response to all products/classes/means of containment identified in the Capability Chart.	X		Viewed generic SOG, including pre-departure check list, Bounding / Grounding, bounding and Incident Support Documentation.
6	Are response activities for incidents documented?	X		Copies of past spill documentation can be viewed in the Incomin.	X		Viewed TL and TM incident reports, which includes call log, Record Event in Chronological Order.
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?	30 – 90 mins		Between the hours of 8AM–5PM, 30 – 90 minutes for team to be selected and rolling with personnel and equipment.	X		Viewed report dated 2018-07-26: Departed <60 Min. 1 Team Leader & 2 Team Members.

**Commented [TEAP III20]:** 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 III21]:** 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 III22]:** 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) minimum of 2 persons deployed.

### TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
7b	Outside regular business hours?	30 – 120 mins	After 5PM and before 8AM, 30-120 mins for team to be selected and rolling with personnel and equipment to site.	X		Viewed report dated: 2018-03-18 Departed < 90 min. 2 Team Leaders & 2 Team Members.
8	Evaluation and debrief of responses:					
8a	How do you choose which responses to debrief?	Responses which are of a significant nature (greater than 9 hrs in duration, or if a minor or major incident occurs)		X		Viewed SOG – describes the Protocol, Team Debriefing and includes form template part of the Emergency Response.
8b	Does the debrief identify gaps and corrective actions?	X	Gaps and corrective actions are noted on the debrief form and corrective actions form which will be attached.	X		Viewed Corrective Action Form with cross-reference action item with incident.
8c	Describe how corrective actions are tracked to completion.	Corrective actions along with the debrief form are tracked in the Corrective Action. They are then assigned to the appropriate individual with dates assigned for completion. On the assigned date, the responsible manager will follow up to ensure proper completion. Once completed, the JHS committee will review and file in the compliance office.		X		Viewed Corrective Action form with cross-reference action item with incident #CW180214.
9	If you are listed in a client's ERAP, do you have a copy of the client's ERAP?	X	All current ERAPs are located with our ER manager. We currently have paper copies and CD copies.	X		Viewed copies of two ERAP Subcontractor's "Capability to Respond," dated: 2017-01-12 and 2017-02-20, respectively.
10	How do you track updates of your client's ERAP?	Clients provide us with updates as required, which are kept in binders.		X		Viewed client binder, current ERAP and spreadsheets to track the update.

**Commented [EW23]:** TERSP: Identify outside regular hours of business (e.g. after 1700 hours)  
Assessor: View, note date(s), time(s) to scene(s) and size of team(s) minimum of 2 persons deployed.

**Commented [TEAP III24]:** TERSP: Describe criteria (e.g. Client request, injury, duration, ERAP).  
Assessor: If applicable, view and note dates.

**Commented [TEAP III25]:** TERSP: Provide debrief records of corrective actions required and taken.  
Assessor: Review / examine and note corrective action(s) identified and assigned.

**Commented [TEAP III26]:** TERSP: Provide documentation.  
Assessor: Review / examine and note process (item, assignment, due date, status)

**Commented [TEAP III27]:** TERSP: Transport Canada expect a copy of each client's approved ERAP or parts that apply to TERSP. If does not apply, indicate NA.  
Assessor: If applicable, view and note ERAP(s) approval date(s).

### TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
11	<p style="margin: 0;">If you are listed in another TERSP client's ERAP, do you have a copy of that client's ERAP?</p>		<p style="margin: 0;">If we are listed on a client's ERAP, we require that we sign off prior to doing business on that particular ERAP. Copies are retained at the time of sign off.</p>	<p style="margin: 0; color: blue; text-align: center;">X</p>		<p style="margin: 0;">Viewed ERAPs copy dated: 2017-02-28.</p>

**Commented [TEAP III28]:** TERSP: Transport Canada expect a copy of each ERAP or parts that apply to the TERSP 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).



### TEAP III TERSP Standard Assessment

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	Yes	No		Yes	No	

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

<b>1</b>	<b>Are current <span style="background-color: #e0f0ff;">contact lists</span> available for:</b>					
1a	Response coordinators?	<span style="color: red;">X</span>		Company phone list is updated every time there is a change and it is handed out to each employee. Includes phone numbers, email, and positions.	<span style="color: blue;">X</span>	Viewed GFL Env. Response Coordinators list, dated: 2018-06-05.
1b	Team Leaders and team members?	<span style="color: red;">X</span>		See company phone list as above.	<span style="color: blue;">X</span>	Viewed GFL Env. Team Leaders and Team Members list on computer dated: 2018-06-05.
1c	Clients?	<span style="color: red;">X</span>		Each client is listed in OMS Software computer internal list – consists of contact numbers, addresses, billing info. It is updated on an ongoing basis.	<span style="color: blue;">X</span>	Viewed OMS Program, online system updated in real time.
1d	Government agencies?	<span style="color: red;">X</span>		Section 10 of our H&S Manual “Emergency Response Plan” has a listing of Government Agency contact numbers. This is posted in our lunchroom and in each truck.	<span style="color: blue;">X</span>	Viewed Government Agency List and utility company contact.
2	Has a list of equipment resource services (e.g. vacuum trucks, heavy moving equipment) in TERSP response <span style="background-color: #e0f0ff;">area</span> been developed?	<span style="color: red;">X</span>		We have a vendor phone list available on our server, which is reviewed annually.	<span style="color: blue;">X</span>	Viewed list of resources on the shared drive dated: 2016-09-09.

**Commented [TEAP III29]:** 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 III30]:** TERSP: Provide list of equipment resource support services.  
Assessor: View, note last revision date.

### TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
3a		X		---	---	
3b		X		---	---	
4	Are written agreements established with other TERSPs for:					
4a	X		GFL Response Location on the web <a href="http://gflenv.com">http://gflenv.com</a> .	---	---	
4b	X		GFL Response Location on the web <a href="http://gflenv.com">http://gflenv.com</a> .	---	---	
4c	X		GFL Response Location on the web <a href="http://gflenv.com">http://gflenv.com</a> .	---	---	
5	Are these other TERSPs registered with TEAP III for:					
5a		X		---	---	
5b	X		Only GFL Environmental Saskatoon.	---	---	
5c	X		Agreement with MD/UN.	X		Viewed signed agreement with MD/UN dated: 2017-02-08.

**Commented [TEAP III31]:** 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 III32]:** TERSP: If yes, provide the access protocol and agreement.  
Assessor: View, note agreement date.

### TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	

#### Part 3.2 – Resources, Equipment and Materials

<b>1</b>	<b>Is there equipment for communications between:</b>					
<b>1a</b>	The Home Coordinator and the incident scene?	<b>X</b>		Cellular, satellite phone, land line.	<b>X</b>	Viewed smart phones and satellite phone.
<b>1b</b>	Personnel at the incident scene?	<b>X</b>		Cellular, satellite phone, intrinsically safe radios.	<b>X</b>	Viewed cell phones, mobile computers, 1 satellite phone and 6 two-way radios.
<b>2</b>	<b>Does the company meet the requirements of the <i>TEAP III TERSP Standard Essential and Specialty Equipment List</i> for:</b>					
<b>2a</b>	Essential Equipment items at the location?	<b>X</b>		GFL Environmental exceeds the standard essential equipment list and our equipment is available for inspection.	<b>X</b>	Viewed standard equipment listed which meets the Essential Equipment List.
<b>2b</b>	Specialty Equipment items at the location?		<b>X</b>	Our equipment is available for inspection. We meet the requirements for class 3 and class 8.	---	---
<b>3</b>	Does the list include equipment required to respond to all chemicals, modes of transport and means of containment identified in the Capability Chart?	<b>X</b>		GFL Environmental holds all equipment required to service the products and means of containment outlined in our capability chart.	<b>X</b>	Viewed equipment to fulfill to respond capability.

**Commented [TEAP III33]:** 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 III34]:** TERSP: All *Essential Equipment* must be at the location.  
Assessor: View, note that all *Essential Equipment* is at the location.

**Commented [TEAP III35]:** TERSP: All claimed *Specialty Equipment* must be at the location.  
Assessor: View, note that all claimed *Specialty Equipment* is at the location.

**Commented [TEAP III36]:** 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.

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	Yes	No		Yes	No	
4 Are programs in place for ensuring equipment meets applicable Canadian certification and registration requirements?	X		We have a licensed mechanic on-site to ensure our equipment is certified and meets applicable Canadian certification registration requirements. Equipment maintenance schedules are also tracked in Excel. Hard copies are filed in ER Equipment Room.	X		Viewed equipment compliance with: hose testing and requalification records for #GFL5073, dated: 2018-08-27.  Level A suits dated: 2017-10-17.  SCBA inspected monthly, dated: 2018-09-05.

**Commented [TEAP III37]:** 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.

### TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	

#### Part 3.3 – Resources, Personnel

<b>1</b>	<b>How many response personnel are trained to the <i>TEAP III TERSP Standard Training Matrix</i>:</b>					
1a	TEAP III registered Team Leaders?	2	K. Porter, C. Winstl.	X		Viewed Training Matrix and records aligned with TEAP III for C. Winstl, K Porter.
1b	TEAP III registered team members?	2	J. Turega, J. Hoard.	X		Viewed training matrix and records aligned with TEAP III. J. Turega, J. Hoard.
1c	Other Team Leaders?	----		---	---	
1d	Other team members?	----		---	---	
2	Is there a fit for duty program?	X	See SOG manual, Fit-for-Work section.	X		Viewed Fit-for-Work Policy dated: 2016-09-20.
3	Is there post-incident stress management program?	X	See SOG manual, section on Incident Stress Management.	X		Viewed Incident Stress Management, SOG binder, dated: 2016-09-20.

**Commented [TEAP III38]:** 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 minimum of 2 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 III39]:** 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 minimum of 2 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 [EW40]:** TERSP: These individuals do not meet the TEAP III TERSP Standard Training matrix or based in another location.  
 Assessor: Do not review training records for these individuals.

**Commented [EW41]:** TERSP: These individuals do not meet the TEAP III TERSP Standard Training matrix or based in another location.  
 Assessor: Do not review training records for these individuals.

**Commented [TEAP III42]:** TERSP: Describe the elements of your fit for duty program and frequency of re-assessments.  
 Assessor: View program documentation, note document titles.

**Commented [TEAP III43]:** TERSP: Describe the elements of your post-incident stress management program.  
 Assessor: View program documentation, note document titles.

## TEAP III TERSP Standard Assessment

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	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		GFL's Training Matrix meets the requirements.	X		Viewed GFL Environmental Training Matrix that meets the elements of the standard.
2	Is training conducted using specialty equipment?		X		---	---	
3	Is the training content documented for each module?	X		A training summary outlining the content, objectives and tests.	X		Reviewed GFL training modules: Bonding & Grounding, dated 2018-06-18 and GFL line pressure training modules dated 2018-06-23.
4	Are training records maintained for Team Leaders and team members for a minimum of three years?	X		Records are maintained in the Training Matrix. Paper copies are kept for 3 years.	X		Viewed paper records for more than 3 years.
5	If you respond to railway mode:						
5a	Is a railway dangerous goods response training course part of your training matrix?	X		All Team Leaders, and some Team Members, have received rail-specific training: ERAC, ECRC, Advance Tank Car, and E-rail Safe.	X		Viewed item identified on Training Matrix.
5b	If yes, which TEAP III registered Team Leaders and team members have attended training?	K. Porter, J. Turega, C. Winstl, J. Hoard.			X		Viewed ERAIL record for: K. Porter :2016-02-26 J. Turega: 2017-01-05 C. Winstl: 2016-10-27 J. Hoard: 2015-11-10

**Commented [TEAP III44]:** 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 III45]:** TERSP: Provide evidence of training on specialty equipment (e.g. SOG, PPE, detection equipment). **If applicable, chlorine and related subjects are part of the training matrix.**  
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). **If applicable, review for chlorine and note.**

**Commented [TEAP III46]:** 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 III47]:** TERSP: Provide evidence of railway ER training (e.g. RAC, ERTC, JIBC, CN, CP Rail).  
Assessor: Review, note titles and source.

**Commented [TEAP III48]:** 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).

### TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	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		The content of GFL Environmental SOG's is covered in the Training Matrix completed over a 12-month period.	X		Viewed training records for SOG competency for: K. Porter, J. Turega, C. Winstl, J. Hoard.
2	Are exercise activities documented?	X		An exercise is documented in the same manner as a real-life situation.	X		Viewed the ERAC Regional program, Product Transfer Class 3.
3	Evaluation and debrief of exercises:						
3a	How do you choose which exercises to debrief?	All exercises are debriefed.			X		Viewed debrief on a training exercise with ERAC, dated 2017-10-25.
3b	Does the debrief identify gaps and corrective actions?	X		Gaps and corrective actions are noted on the debrief form and the corrective actions form which will be attached.	X		Viewed Corrective Action Form with cross-reference action item with incident.
3c	Describe how corrective actions are tracked to completion.	Corrective actions, along with the debrief form, are tracked in the Corrective Action Log and assigned to the appropriate individual with dates identified for completion. On the assigned date, the responsible manager will follow up to ensure proper completion. Once completed, the Joint Health and Safety committee will review and file in the compliance office.			X		Viewed Corrective Action form with cross-reference action item with Exercise #ERAC180809.

**Commented [TEAP III49]:** 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 III50]:** 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 III51]:** TERSP: Describe criteria (e.g. Client request, injury, duration, ERAP).  
Assessor: If applicable, view and note dates.

**Commented [TEAP III52]:** TERSP: Provide debrief records of corrective actions required and taken.  
Assessor: Review /examine and note corrective action(s) identified and assigned.

**Commented [TEAP III53]:** TERSP: Provide documentation.  
Assessor: Review / examine and note process (item, assignment, due date, status).

### TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	

#### Part 4.3 – Equipment Maintenance

1	Is a program established for equipment inspection, maintenance and testing?	X		Outlined in GFL Environmental' s SOG Manual Section 36, SOG – 70 Maintenance. The program is managed through a computer-based reminder and Excel tracking.	X		Reviewed the binder which includes inspection details and Equipment record for: Hose Inspection B620, Level A suits, SCBA tested dated: 2016-09-20.
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		All maintenance and inspection logs are kept on file.	X		Examined maintenance and inspection record of: Transfer hose with certificate G25-0535. Gas detector #250789.
2b	Transportation equipment?	X		All maintenance and inspection logs are kept on file and rotated out along with our financial records on a seven-year cycle.	X		Viewed CVOR records dated: 2018-07-30.  Viewed Inspection record for the trailer #6250, dated: 2018-08-01.

**Commented [TEAP III54]:** TERSP: Show evidence of an equipment testing and maintenance program that is in compliance with manufacturer recommendations or regulatory requirements. If applicable, what is the assurance program for the inventory of the chlorine kits.  
Assessor: View program, note elements (e.g. equipment listing, inspection detail, frequency, e-system or paper-based).

**Commented [TEAP III55]:** 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 / examine 2 records, note items and frequencies (e.g. suit tests, hose test, generator inspection/test, gas detectors).  
Review / examine records for chlorine kits including Viton gasket service date (within 4 years) if applicable and note.

**Commented [TEAP III56]:** 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

<b>1</b>	Does the TERSP have a permit or certificate to:					
<b>1a</b>	Transport hazardous waste and/or hazardous recyclable materials?	<b>X</b>		GFL Environmental Waste Transportation license allows them to ship all classes of dangerous goods outlined in its capability chart.  See ECA #A9135.	<b>X</b>	Viewed certificate A9135, issue date: 2013-07-25.
<b>1b</b>	Receive to dispose or recycle hazardous waste and/or hazardous recyclable materials?	<b>X</b>		See ECA #A591104.	<b>X</b>	Viewed certificate A591104, issue date: 2012-11-28.
<b>2</b>	Are any of the above performed by a sub-contractor?		<b>X</b>		---	---

**Commented [TEAP III57]:** 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 III58]:** 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 III59]:** 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	There is no demand in our area of coverage.
1b	Coastal operations?	X		Contractor for ECRC for shoreline clean up. Specific training provided by ECRC. Contract exists between ECRC and GFL Environmental. In addition, GFL Environmental has their own boat for coastal operations, as well as a stock of 1000 feet of boom.
1c	In port or while loading or unloading?	X		We offer spill cleanup while boats are loading or unloading.
2	What marine geographic areas do you cover?	X		Lake Superior and inland water systems in Northwestern Ontario.
3	Do you have specialized documented procedures for marine HNS emergency response?	X		Specialized training and procedures have been implemented by ECRC. In addition, training and procedures have been outlined for the operation of the boat for water response – found in the SOGs.
4	Do you have boat(s) or other means for accessing vessels not at berth?	X		We have a 14-ft aluminum boat for coastal operations. We also reach out to a local company with various sized tugs and barges.

**Commented [TEAP III60]:** 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 <b>TEAP III Transportation Emergency Response Service Provider Standard training?</b>	<b>K. Porter, D. Myshok, C. Winstl.</b>		
2a	Do you participate in TRANSCAER® outreach events?	<b>X</b>		<b>Attended TRANSCAER® event in Winnipeg.</b>
2b	If yes, how? Provide list of dates and activities for the past two years.	<b>May 23, 2018, Class 3 NAR response.</b>		
3a	Do you belong and participate in a trade association such as CERCA, CIAC, RDC, RAC and/or other (describe other)?	<b>X</b>		<b>GFL Environmental participates in CERCA operating committee as well as our local CAER Group in Thunder Bay.</b>
3b	If yes, describe your involvement.	<b>D. Myshok and C. Winstl actively participate in CERCA meeting once a year.</b>		
4a	Do you belong or contribute to a local community enhancement program?		<b>X</b>	
4b	If yes, describe your involvement. <b>NOTE: Do not include donations to local hockey team-sweater purchase fund or the like.</b>			

**Commented [TEAP III61]:** 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 III62]:** 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 paper recycling, cardboard recycling, plastic and metal recycling.		

## TEAP III TERSP Standard Assessment

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

**\*MINIMUM OF 4 EVENTS including at least 1 EXERCISE**

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)	Documentation viewed?
1						
2.1						
2.2						
2.3						
3	Natural Gasoline UN 3295	2018-01-20	C. Winstl			
	Diesel UN 1202			2018-07-11	C. Winstl	
4.1						
4.2						
4.3						
5.1						
5.2						
6.1						
6.2						
7						
8	Ferric sulphate UN 3264	2018-01-22	C. Winstl			
9						
Other						

**Commented [EW63]:** TERSP: Activity must be hands-on; tabletop does not qualify.

**Commented [TEAP III65]:** 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: Note date and file number of least 3 reports and review one of those for completeness as to the company process.

**Commented [TEAP III64]:** 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).

**Commented [EW66]:** TERSP: List all activities related to chlorine. Assessor: Review chlorine and anhydrous HCl activities.

**Commented [EW67]:** TERSP: List all activities related to NaOH, NaClO, HCl Assessor: Review any available documents.

Table data entered: 2018-06-27