

TEAP III TERSP Standard Assessment

Summary

TERSP company assessed:	Drain-All Ltd.
TERSP location:	2705 Stevenage Dr. Ottawa, ON K1G 3N2
TERSP location's area of coverage:	Montreal QC to Toronto ON, North to Sudbury ON
Date assessed:	2019-10-25
Assessors:	Team Leader: Chris Connors, Logistics Procurement, Operations & Compliance, Chemours Canada Company Assessor: Jean Pierre Couture, TDG Specialists Railway Association Canada Assessor: Yves Hamel, Dangerous Goods Officer Canadian National Railway
TERSP Representatives:	John de Vegt, Senior Emergency Response Coordinator Drain-All Bob Goodfellow, Manager of Emergency Response Drain-All Jason Gunville, Senior Emergency Responder Technician Drain-All
Opportunities for improvement:	Develop and implement a process to track all corrective action to completion.
Best practices for sharing:	
Recommendation for registration:	Approved by TEAP III Editorial Board: 2019-12-13 Next location assessment due: 2021-10

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

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Capability Chart								
Contact Details	TDG Class	Mode of Transport			Means of Containment	Stabilization ¹	Mitigation ²	Remarks and Examples
		M	RR	R		(X, S, O, SO)	(X, S, O, SO)	
Company name: Drain-All Ltd. Address: 2705 Stevenage Dr. Ottawa, ON K1G 3N2 Office • Telephone: 613-739-1070 • FAX: 613-739-5971 • Website: www.drainall.com 24-hour Activation • Telephone: 613-739-1070 • Contact Position: On Call ER Team Leader Regional coverage from this location: Montreal - Toronto Is coverage outside this region available via this location? Yes [X] No [] Date: 2019-07-29 By Location Leader (name): John de Vegt Position: Senior ER Coordinator E-mail: john.devegt@drainall.com	1							
	2.1		x	x	T/C, T/T, c	x	x	ERAC LPG Response UN 1075
	2.2							
	2.3		x	x	T/C, T/T, c	x	x	Capping kits A, B, and Midland. Transfer equipment & PPE in CPR cache
	3		x	x	T/C, T/T, IM, LC, SC	x	x	ERAC Flammable Response UN 1202, 1203,1267
	4.1		x	x	LC, SC	x	x	LC & SC in stock for repackaging
	4.2		x	x	LC, SC	x	x	LC & SC in stock for repackaging
	4.3		x	x	LC, SC	x	x	LC & SC in stock for repackaging
	5.1							
	5.2		x	x	LC, SC	x	x	LC & SC in stock for repackaging
	6.1		x		T/C, T/T, IM, LC, SC	x	x	Transfer equipment, LC & SC in stock
	6.2							
	7			x	SC, IM	x	x	Low specific Activity
	8		x	x	T/C, T/T, IM, LC, SC	x	x	Transfer equipment, LC & SC in stock
9		x	x	T/C, T/T, LC, SC	x	x	Respond usually only to handle client waste	
Other		x	x	T/C, T/T, LC, SC	x	x		

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).

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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	Is there a statement of the TERSP's commitment addressing health, safety, and environment?		X		X	Viewed Health and Safety Policy in the office entrance signed by the Director 2019-02-11.
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		X	Viewed ER Manual Section 2 Roles & Responsibilities.
3	Has the <i>TEAP III TERSP Standard Annual Update</i> been completed and submitted?		X		X	Viewed annual update date 2018-08-01
4	Have you identified all legal requirements pertaining to your transportation emergency response business? For example: TDG, WHMIS, CSA, manufacturers' recommendations,...		X		X	Viewed ER Manual Section 27 Legal Documentation Transport Dangerous Goods Carrier registration Quebec 2008-04-25, TDG Certificates Environmental Compliance Authority 2007-04-03 CVOR Certificate 084-775-006 2021-03-22
5	Minimum insurance requirements:					
5a	Is the company in good standing with relevant federal, provincial, territorial		X		X	Viewed WSIB Certificate 2019-11-19

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.

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Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
workers' compensation authority?						
5b Public Liability and Property Damage, \$5 million?	X		5 Million Coverage	X		Viewed Certificate of Liability Insurance Issued 2019-01-31
5c Environmental, \$5 million?	X		10 Million Coverage	X		Viewed Certificate of Liability Insurance Issued 2019-01-31
6 Is there a management system in place to notify affected clients of any change in capability and/or capacity?	X		Notification will be provided if needed through TERSP Assessments and Annual updates. Clients are not directly contacted unless Drain-All perform as required.	X		Viewed ER Manual Section 2.2.4 Responsibilities of Emergency Response Coordinator
7 If your company has previously had a TEAP III TERSP Standard Assessment, was the Draft Report retained and produced for this assessment?	X		Documents available for reference.	X		Viewed TEAP III document dated 2017-10-05

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).

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).

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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		Calls are routed to an ER supervisor through a call center. Ph. 613-739-1070	X		Tested on 2019-10-25 at 21:01 to Call Service Centre. Call back received 21:05 from Team Leader John De Vegt. Elapsed time 4 minutes.
1b	Is there another 24-hour telephone number that can be used to activate a response?	X		1-800-265-3868 (Canada only)		X	
2	Is there a documented activation protocol (flowchart or other) for coordinators and response personnel in the event of an emergency?	X		Flowcharts are present for activation of ER calls.	X		Viewed ER Manual Section 2, Spill Activation Response Procedure 2017-08-31
3	Does the TERSP use a form to record incident information?	X		Electronic Spill Call logsheet through Internal database.	X		Viewed Initial Call Log Sheet and online File Maker.
4	Which methods are used to access a current SDS on a 24-hour basis:						
4a	Internal (paper or electronic)?	X		SDS is printed for response crew before leaving to site.	X		Viewed PDA applications on Team Leader device
4b	CANUTEC?	X		Mobile email and telephone are issued to Responders.	---	---	
4c	Shipper/manufacturer?	X		ERAP information, mobile email and telephone are issued to Responders.	X		Viewed SDS on response file dated 2019-07-31
4d	Internet (state method and web sites)?	X		Client and manufacturer	---	---	

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.

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	Yes	No		Yes	No	
			websites.			
4e Other (state method)?	X		Library of ERAP SDS forms.	---	---	
5 Are there Standard Operating Guidelines for dealing with response to all products/classes/means of containment identified in the Capability Chart?	X		SOGs in Drain-All ER Manual are for Class 2 to 9. The ERAC website also has SOGs for Class 2.1 and 3.	X		Viewed ER Manual Section C 2018-09-29: Class 3,4.1, 4.2, 4.3, 5.1, 5.2, 6.1,8, 9 Transfer procedures
6 Are response activities for incidents documented?	X		Internal Work sheets and External documents such as ERAC forms.	X		Viewed incident 226041 2019-08-19 Viewed ERAC Incident Form 2019-09-11
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?		30min.	Typical mobilization in 30 minutes.	X		Viewed example dated 2018-10-01. Departed within 37 min.
7b Outside regular business hours?		1 – 1.5 hrs.	Typical mobilization in 60 -90 minutes outside normal business hours.	X		Viewed example dated 2019-03-17. Departed within 70 min.
8 Evaluation and debrief of responses:						
8a How do you choose which responses to debrief?			Drain-All Ltd has a Debrief Policy which states that debrief are done for large scale/long duration events. Events typically requiring more than 48hrs activity.	X		Viewed ER Manual Section 31, 2011-02-10

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.

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.

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Question	TERS P		TERS P Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
8b Does the debrief identify gaps and corrective actions?	X		Debrief forms identify positive & negative occurrences and corrective actions which may be required.		X	Verbal confirmation to develop and implement a process to track all corrective action to completion. No current debriefs to review.
8c Describe how corrective actions are tracked to completion.			The specific corrective items are identified, the individual(s) responsibilities are identified, and the due date of the corrective action is defined. It is the responsibility of the Senior ER Coordinator or ER Manager to place reminders in their Outlook calendars to review the form weekly to ensure corrective actions are completed as specified.		X	Observation: to develop and implement a process to track all corrective action to completion. No current debriefs to review.
9 If you are listed in a client's ERAP, do you have a copy of the client's ERAP?	X		Multiple ERAPs available for reference.	X		Viewed hard copies of Clients ERAP's.
10 How do you track updates of your client's ERAP?			ERAP updates are forwarded though ERAP holders.	---	---	
11 If you are listed in another TERSP client's ERAP, do you have a copy of that client's ERAP?	X		Multiple ERAPs available for reference.	X		Reviewed Mutual Aid agreement with Terrapure 2018-12-7

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).

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).

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	Yes	No		Yes	No	

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

1	Are current <u>contact lists</u> available for:						
1a	Response coordinators?	X		Internal Phone list and ER on-call lists are provided each week from administrative staff and forwarded to a company mailing list. The phone lists are printed from the company Database.	X		Viewed ER Manual Section 2.4 Important Emergency Contact Numbers, 2017-08-17
1b	Team Leaders and team members?	X		Internal Phone list and ER on-call lists are provided each week from administrative staff and forwarded to a company mailing list. The phone lists are printed from the company Database.	X		Viewed ER Manual Section 2.4 Important Emergency Contact Numbers, 2017-08-17
1c	Clients?	X		Client Information is held in internal database and ERAP documentation	X		Viewed Filer Maker Client Database online
1d	Government agencies?	X		Government agencies are listed in the Spill Response Manual and ER Team Leaders have mobile internet access through phones.	X		Viewed ER Manual Section 2.4.2 Important Emergency Contact Numbers, 2017-08-17
2	Has a list of equipment resource services (e.g. vacuum trucks, heavy moving equipment) in TERSP response area been developed?	X		Excavation equipment is outsourced through contractors listed in ER Manual Chapter 2.	X		Viewed ER Manual Section 2.4.3 Important Emergency Contact Numbers, 2017-08-17

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.

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Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
3a Describe any personnel or unique equipment outsourced?		X		---	---	
3b If yes, does a written agreement exist:		X		---	---	
4 Are written agreements established with other TERSPs for:						
4a Coverage in your region?	X		Mutual Aid agreements with Rapid Response & Terrapure.	X		Viewed Agreement with Rapid Response, 2017-12-05
4b Coverage outside your region?		X	Drain-All does not have any written agreements with other TERSPs for coverage outside our region.	---	---	
4c You to support them in your region?	X		CERCA contractors will utilize Drain-All Ltd. in the Ottawa region. e.g. QM	---	---	
5 Are these other TERSPs registered with TEAP III for:						
5a Coverage in your region?	X		Mutual Aid agreements with Rapid Response & Terrapure.	X		Viewed Agreement with Rapid Response, 2017-12-05, Terrapure 2018-12-08
5b Coverage outside your region?		X		---	---	
5c You to support them in your region?	X		Rapid Response, Terrapure.	X		Viewed Agreement with Rapid Response, 2017-12-05, Terrapure 2018-12-08

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.

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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 & Computers	X	Viewed cell phone communications with Team Leader.
1b	Personnel at the incident scene?	X		Cell phones, Computers, 2 way radios	X	Viewed handheld radio (intrinsically safe) and cellular phone.
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		Equipment required to service the materials listed in the capability chart are in inventory.	X	Viewed all required equipment.
2b	Specialty Equipment items at the location?	X		ERAC FL Response unit ERAC LPG Response unit	X	Viewed all required equipment.
3	Does the list include equipment required to respond to all chemicals, modes of transport and means of containment identified in the <i>Capability Chart</i> ?	X		Equipment required to service the materials listed in the capability chart are in inventory.	X	Viewed all required equipment.
4	Are programs in place for ensuring equipment meets applicable Canadian certification and registration requirements?	X		Equipment is maintained in keeping with manufacturer instructions and is proactively inspected on a monthly basis.	X	Reviewed ER Manual Section 24 Maintenance and Inspection 2011-02-02.

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.

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.

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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?	3	J. de Vegt, J. Gunville, M. Magee	X		Viewed training records for J. de Vegt, J. Gunville
1b	TEAP III registered team members?	3	M. Dorion, B. Albert, M. Henry	X		Viewed training records for M. Dorion, B. Albert
1c	Other Team Leaders?	N/A		---	---	
1d	Other team members?	N/A		---	---	
2	Is there a fit for duty program?	X	Medical Questionnaire Pre-Employment.	X		Viewed Early and Safe Return to Work – Modified Duties Policy -
3	Is there post-incident stress management program?	X	Employee Assistance Program gives employees access to numerous services.	X		Viewed LifeWorks Canada EAP.

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.

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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		Course content is built around the matrix and expanded on.	X		Viewed Emergency Response Manual Section 23 2011-02-03 Viewed File Maker Training On-Line Matrix
2	Is training conducted using specialty equipment?	X		ERAC training sessions for LPG.	X		Viewed Chlorine Capping Kit
3	Is the training content documented for each module?	X		Team members have taken ICS 100, NFPA 472 Tech, and regulatory compliance training. All training is in house other than Rail or ERAP client product training. It is documented and tests are kept.	X		Reviewed the training modules for ERAC Training <ul style="list-style-type: none"> Identification Systems PPE Decontamination
4	Are training records maintained for Team Leaders and team members for a minimum of three years?	X		Electronic Database system	X		Viewed File Maker Training On-Line Matrix
5	If you respond to railway mode:						
5a	Is a railway dangerous goods response training course part of your training matrix?	X		RAC course, SERTC (Pueblo), ERail Safe, CN Rail Training and CP Rail Training.	X		Viewed the File Maker Training Matrix; SERTC, RAC, Tank Car Specialist, Tank Car Specialist Advanced
5b	If yes, which TEAP III registered Team Leaders and team members have attended training?	J. de Vegt, J. Gunville, M. Magee, B. Albert, M. Henry, M. Dorion.			X		Viewed Training Certificates: J. de Vegt & J. Gunville CN E-Rail Safe 2019-10-11

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).

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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		ERAC training Exercise. CN Deraill L'Assomption QC NFPA 472 practical training includes handling and transfer of various classes. SERTC training	X		Viewed ERAC Training Exercise 2019-09-11
2	Are exercise activities documented?	X		All exercises are documented and signed off by attendees.	X		Viewed ERAC Training Exercise 2019-09-11
3	Evaluation and debrief of exercises:						
3a	How do you choose which exercises to debrief?			After an exercise, an onsite debrief is held to go over the exercise. These are not typically documented.	X		Viewed ER Manual Section 31, 2011-02-11
3b	Does the debrief identify gaps and corrective actions?	X		Debrief forms identify positive & negative occurrences and corrective actions which may be required.	X		Viewed ER Manual Section 31 Form, 2011-02-11 Viewed a completed ERAC Exercise debrief form dated 2019-09-11
3c	Describe how corrective actions are tracked to completion.			The specific corrective items are identified, the individual(s) responsibilities are identified, and the due date of the corrective action is defined. It is the responsibility of the Senior ER Coordinator or ER Manager to place reminders in their Outlook calendars to review the form weekly to ensure corrective actions are completed as specified.	---	---	

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		Equipment is maintained in keeping with the manufacturer's instructions and mandatory monthly inspections, which are duly recorded.	X		Viewed ER Manual Section 24 Maintenance Section 2011-02-03.
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		Records are available for reference.	X		Reviewed Maintenance Records: <ul style="list-style-type: none"> SCBA, 2019-03-03; Level A Suits test, 2019-06-19; Hose Hydrostatic Test, 2019-10-09
2b	Transportation equipment?	X		Transportation Equipment is maintained utilizing our own licensed repair garage and mechanics in keeping with MTO requirements.	X		Viewed CVOR Certificate 084-775-006 2021-03-22 Viewed Truck 4007 2019-10-21

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

1	Does the TERSP have a permit or certificate to:					
1a	Transport hazardous waste and/or hazardous recyclable materials?	X		Drain-All Ltd. is a licensed transporter of regulated waste in Ontario and Quebec.	X	Viewed Certificate A86032 2006-08-04
1b	Receive to dispose or recycle hazardous waste and/or hazardous recyclable materials?	X		Drain-All Ltd. has a license to receive and generate regulated waste products.	X	Viewed Certificate A460722 2007-04-03
2	Are any of the above performed by a sub-contractor?	X		Drain-All will use qualified, licensed contractors as required.	---	---

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	
1b	Coastal operations?	X		Shoreline mitigation and remediation.
1c	In port or while loading or unloading?	X		On land port spills recovery packaging transport and disposal
2	What marine geographic areas do you cover?	X		Port of Montreal, Ottawa River, St. Lawrence seaway (Montreal-Toronto)
3	Do you have specialized documented procedures for marine HNS emergency response?	X		Shoreline and boat crew training through ECRC
4	Do you have boat(s) or other means for accessing vessels not at berth?	X		15hp, 15ft alum. boat.

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 TEAP III Transportation Emergency Response Service Provider Standard training ?	J. de Vegt, J. Gunville.		
2a	Do you participate in TRANSCAER® outreach events?	X		
2b	If yes, how? Provide list of dates and activities for the past two years.	Worked with CP Rail at events.		
3a	Do you belong and participate in a trade association such as CERCA, CIAC, RDC, RAC and/or other (describe other)?	X		CERCA, RAC, CIAC (TRANSCAER)
3b	If yes, describe your involvement.	CERCA – Member, RAC – Associate member.		
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.	Assist CPR at events with local Fire Departments. Participate in local parades and events to show off big equipment to children. (Touch the Truck)		

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.	Environmental programs for Lab testing, Health & Safety, Regulatory affairs & Compliance.		
6a	Do you have a "green initiative" in place?	X		
6b	If so, describe. Examples are vehicle emissions reduction, idling program, office paper recycling, controlling ER activity emissions such as dry connects, purge techniques, controlling run off...	Municipal Blue box recycling program participation. Industrial Oil, battery, paint, and fuel recycling. Automatic shut offs on idling trucks		

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)	Activity performed during exercise or response	Documentation viewed?
1							
2.1	Liquefied Petroleum Gas UN 1075			2019-09-11	J. de Vegt J. Gunville M. Magee	Live transfer truck to truck. Flare residue.	Viewed form 227098 2019-09-11
2.2							
2.3							
3	Diesel Fuel UN 1202			2019-10-16	J. de Vegt J. Gunville	Transfer R/R	Viewed form 227324 2019-10-16
	Flammable Liquid UN 1993			2018-11-07	J. de Vegt J. Gunville M. Magee	Set up, drill, and transfer water from T/T to another T/T	
4.1							
4.2							
4.3							
5.1							
5.2							
6.1							
6.2							
7							
8	Sodium Hydroxide UN 1824	2019-04-24	J. de Vegt			Transfer T/C to T/T utilizing third-party equipment	Viewed Incident 222066, 2019-04-24
9							
Other							

Table data entered: 2019-07-29

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 at 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.
Assessors: Review chlorine and anhydrous HCl activities

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