

TEAP III TERSP Standard Assessment

Summary

TERSP company assessed:	Rapid Response Industrial Group Ltd.		Website:	www.rapidresponseind.com	
TERSP location address:	397, 52458 Range Road 223 Sherwood Park, AB, T8A 5V1		Regional coverage from this location:		
Location Leader	Name & position:	Don Schuilenberg, Operations Manager / Safety Officer	Email:	don@rapidresponseind.com	Cell: 780-446-3208
Alternate Contact	Name & position:	Reg Foster, Director	Email:	reg@rapidresponseind.com	Cell: 780-691-9083
24-Activation Number	Number:	1-844-774-4911	Contact Position:	On-call Team Leader	
Submission completed by	Date:	2022-05-31	Name:	Don Schuilenberg	
Date assessed:	2022-09-07				
Assessors (name, title, company):	Team Lead: Addison Vickard, Atlantic Region Manager, ECRC Team Member: Adrian Michielsen, Imperial Oil				
TERSP Representatives: (name, title)	Don Schuilenberg, Operations Manager/Safety Officer				
Opportunities for improvement:					
Best practices for sharing:					
Recommendation for registration:	Approved by TEAP III Editorial Board:	2022-11-02			
	Next location assessment due:	2024-09			

Commented [TEAP1]: TERSP: This must include a street address

Commented [TEAP2]: TERSP: Within 6 hour travel time by road averaging 65 km/h.

Commented [TEAP3]: This person maybe senior to the Location Leader or a response team leader

Commented [TEAP4]: TERSP: Title used by the person (e.g. On Call Team Leader, On Call Manager)

Commented [TEAP5]: TERSP: The Location Leader is responsible for all information submitted

Commented [TEAP6]: Assessor: Must be supported by an Observation or Verbal Confirmation

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Capability Chart							
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)	
1	X	X	X	SC, LC, IM	X	X	Picric Acid (Dry), Ammonium Nitrate
2.1	X	X	X	TT, TC, c, IM	X	X	LPG, Methane, Hydrogen, LNG
2.2	X	X	X	TT, TC, c, IM	X	X	CO2, N2, Argon
2.3	X	X	X	TT, TC, c,	X	X	SO2, NH3, CL2
3	X	X	X	TT, TC, c, SC, LC, IM	X	X	Diesel, Methanol, Gasoline, Crude
4.1	X	X	X	SC, LC, IM	X	X	Molten Sulphur, Nitrocellulose
4.2	X	X	X	SC, LC, IM	X	X	Organometallic Substances, Iron Sulfite
4.3	X	X	X	SC, LC, IM	X	X	Calcium Carbide, Magnesium
5.1	X	X	X	TC, TT, SC, c, LC, IM	X	X	Hydrogen Peroxide
5.2	X	X	X	SC, LC, IM	X	X	Organic Peroxides
6.1	X	X	X	TC, TT, SC, LC, IM	X	X	Glacial Phenol, Fentanyl, Carfentanil, Ethyl Chloroformate
6.2	X	X	X	SC	X	X	Anthrax, Bloodborne Pathogens
7	X	X	X	SC, LC, IM	X	X	Yellow Cake
8	X	X	X	TC, TT, SC, LC, IM	X	X	UN 1824, 1830, 1789
9	X	X	X	TC, TT, SC, LC, IM	X	X	UN 3256, 3257, 3258
Other	X	X	X	TC, TT, SC, LC, IM	X	X	Alkanolomine Solution, Liquid, Non-reg oils

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.

Commented [TEAP7]: 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 [TEAP8]: TERSP: Provide examples by shipping name or UN number

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Status of Verbal Confirmation since last assessment

Date of last Assessment: **2019-11-28**

Question Number (Part and Number)	Verbal Confirmation Remarks (copy from assessment)	Status of Activities (e.g. no activity, in progress, 50% complete, system developed & implemented)	Assessor Remarks
Part 2 Q.10	How do you track updates of your client's ERAP?	Plan to build a spreadsheet in 2020 to track ERAP updates. Spreadsheet is developed but need to add key contact info. UPDATE: All ERAP updates are tracked though the TC EOS website – Fully implemented.	Viewed ERAP Summary Page from TC, for Sherwood Park location, dated 2021-06-08.

Commented [TEAP9]: Assessor: review documentation to confirm status of implementation

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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		Health & Safety Manual	X		Viewed the Health and Safety Policy 2020-05-01.
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		Assignment given to the Safety Officer, as stated in the Operating Documents & Administrative Controls section of the SOG.	X		Viewed Operating Documents and Administrative Controls SOG, version 1.2 2020-06.
3	Has the <i>TEAP III TERSP Standard Annual Update</i> been completed and submitted?	X		Submitted in 2021	X		Viewed Annual Update Dated 2021-11.
4	Have you identified all legal requirements pertaining to your transportation emergency response business? For example: TDG, WHMIS, CSA, manufacturers' recommendations	X		All legal requirements have been satisfied and documented.	X		Viewed Operating Documents and Administrative Controls SOG, page 13, version 1.2 2020-06.
5	Minimum insurance requirements:						
5a	Is the company in good standing with relevant federal, provincial, territorial workers' compensation authority?	X		Good standing with zero incidents.	X		Viewed the WCB Clearance letter dated 2022-09-07.
5b	Public Liability and Property Damage, \$5 million?	X		\$5 Million Held	X		Viewed Certificate 2022-09-06.

Commented [TEAP10]: 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 [TEAP11]: 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 [TEAP12]: TERSP: Complete the *TEAP III TERSP Standard Annual Update* (Capability Chart, Emergency Response and Exercise Table, Change of Resources and Status of Verbal Confirmation) and submit annually during non-assessment year to TEAP III.
Assessor: Review the *TEAP III TERSP Standard Annual Update* and note the date?

Commented [TEAP13]: 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 [TEAP14]: 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 [TEAP15]: TERSP: Have copy of policy available - Certificate of Insurance
Assessor: View certificate(s) and record date(s).

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	Yes	No		Yes	No	
5c Environmental, \$5 million?	X		\$5 Million Held	X		Viewed Certificate 2022-09-06.
6 Is there a management system in place to notify affected clients of any change in capability and/or capacity?	X		See Management of Change section of SOG	X		Viewed SOGs for Management of Change and Notification Systems to Clients, Version 1.2 2020-05.

Commented [TEAP16]: TERSP: Have copy of policy available - Certificate of Insurance
 Assessor: Verify certificate(s) and record date(s).

Commented [TEAP17]: 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

1	Is there a 24-hour emergency response activation telephone number?	X		24-hour phone number linked to call center, 24 hours per day. 1-844-774-4911	X		Assessment Team Leader called the 24-hour activation number 0715, 2022-09-07. Was asked for Name, company, number, and scenario. Spoke with on-call Team Leader and confirmed personnel names available to respond.
2	Is there a documented activation protocol (flowchart or other) for coordinators and response personnel in the event of an emergency?	X		Located in Response Activation section of SOG	X		Viewed activation SOG including flowchart and initial activation report, version 1.2 2020-05.
3	Does the TERSP use a form to record incident information?	X		Initial Call-out Sheet	X		Viewed activation SOG including flowchart and initial activation report, version 1.2 2020-05.
4	Which methods are used to access a current SDS on a 24-hour basis:						
4a	Internal (paper or electronic)?	X		Electronic if available	X		Viewed NIOSH application on phone.
4b	CANUTEC?	X		Utilized as required	X		Viewed ERG application on phone.
4c	Shipper/manufacturer?	X		Electronic copies are requested as needed.	X		Viewed Job folder with client SDS 2021-07-20.
4d	Internet (state method and web sites)?	X		Google Search	---	---	

Commented [TEAP18]: 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 [TEAP19]: 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 [TEAP20]: 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 [TEAP21]: 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		
4e	Other (state method)?	X		WISER, NIOSH	X		Viewed D. Schuilenberg's phone applications.
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 for each Class of Dangerous Goods and related tactical activities.	X		Viewed SOG for Class 8 page 73, version 1.2 2020-05, all 9 classes are covered in SOGs.
6	Are response activities for incidents documented?	X		Responses are documented into Field Workflow Books (Large, medium, & small). Large and medium Workflows both have a debrief section, which is utilized at Team Leader's or Management's discretion.	X		Viewed folder with Work Flow documents directory and Field Flow Workbook for condensate job 2022-08-27.
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?	15 – 30 minutes			X		Viewed Workflow document for response 0900, 2022-08-29.
7b	Outside regular business hours?	30 – 60 minutes			X		Viewed Workflow document for response 1700, 2022-08-27 (Saturday).
8	Evaluation and debrief of responses:						
8a	How do you choose which responses to debrief and document?	As outlined in the Debriefing section of the SOG manual, debriefing will be dependent on the nature and magnitude of the incident and will be at the discretion of the team leader and crew involved.			---	---	

Commented [TEAP22]: 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 [TEAP23]: 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 [TEAP24]: 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 [TEAP25]: 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 [TEAP26]: TERSP: Describe criteria (e.g. Client request, injury, duration, ERAP). Assessor: If applicable, view and note dates.

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	Yes	No		Yes	No			
8b	Does the debrief identify gaps and corrective actions?		X		Gaps identifying corrective actions are documented	X		Viewed Incident Debrief Form available for corrective actions are noted, in Response SOG version 1.2 2020-05.
8c	Describe how corrective actions are tracked to completion.		Gaps identifying corrective actions are tracked in Corrective Action Log and Action Registry.			X		Viewed Action Registry from 2020.
9	If you are listed in an ERAP, do you have a copy of the ERAP?		X		Client ERAP's are kept on file and accessed through EOS.	X		Viewed client folder for LNG, 2022-06-03.
10	How are ERAP updates obtained / provided and tracked requests?		ERAP's are reviewed annually by our clients, where they will contact us when updates or changes are required.			X		Viewed noted process in ERAP section for SOG version 1.2 2020-05.

Commented [TEAP27]: TERSP: Provide debrief records of corrective actions required and taken.
Assessor: Review / examine and note corrective action(s) identified and assigned.

Commented [TEAP28]: TERSP: Provide documentation.
Assessor: Review / examine and note process (item, assignment, due date, status)

Commented [TEAP29]: TERSP: If you do not have a copy of the approved ERAP, is there a document provided by the ERAP holder that identifies your expected capability. If does not apply, indicate NA.
Assessor: If applicable, view document(s) noting title and 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		A list of response personnel is maintained electronically and distributed to key personnel in the company	X	Viewed contact list dated 2021-12.
1b	Team Leaders and team members?	X		A list of response personnel is maintained electronically and distributed to key personnel in the company	X	Viewed contact list dated 2021-12.
1c	Clients?	X		A list of primary contacts is provided to clients.	X	Viewed clients Master Service Agreement document 2020-02.
1d	Government agencies?	X		A list of agencies is maintained electronically and distributed to key personnel in the company	X	Viewed Rapid Response Resource list using the Alberta tab 2021-12.
2	Has a list of equipment resource services (e.g. vacuum trucks, heavy moving equipment) in TERSP response area been developed?	X		A list of resources is maintained electronically and distributed to key personnel in the company	X	Viewed Rapid Response Resource list using the Alberta tab 2021-12.
3a	Describe any personnel or unique equipment outsourced?	X		Industrial Fire Suppression, Charter Aircraft	X	Viewed service agreement with Industrial Fire Suppression contractor, Firemaster, 2021-08-23.
3b	If yes, does a written agreement exist:	X		SafetyBoss, Firemaster, Genesis Aviation	X	Viewed service agreement with Industrial Fire Suppression contractor,

Commented [TEAP30]: 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 [TEAP31]: TERSP: Provide list of equipment resource support services.
Assessor: View, note last revision date.

Commented [TEAP32]: 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 [TEAP33]: 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		
						Firemaster,2021-08-23. Viewed service agreement with Genesis Aviation, 2021-10-20.	
4	Are written agreements established with other TERSPs for:						
4a	Coverage in your region?	X		Nucor	X		Viewed evergreen reciprocal response agreement with Nucor dated 2015-10. Viewed agreement form for project with Nucor dated 2022-01-21.
4b	Coverage outside your region?	X		Nucor, DrainAll, Spartan	X		Viewed evergreen reciprocal response agreement with Nucor dated 2015-10.
4c	You to support them in your region?	X		Agreements are reciprocal.	X		Viewed evergreen reciprocal response agreement with Nucor dated 2015-10.
5	Are these other TERSPs registered with TEAP III for:						
5a	Coverage in your region?	X		Nucor	X		Viewed evergreen reciprocal response agreement with Nucor dated 2015-10. Viewed agreement form for project with Nucor dated 2022-01-21.
5b	Coverage outside your region?	X		Nucor, DrainAll, Spartan	X		Viewed Mutual Aid agreement with DrainAll 2020-10.

Commented [TEAP34]: TERSP: Agreement should specify DG, MOC and response activity (e.g. transfer)
Assessor: Review or view noting date and any relevant details.

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Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
5c You to support them in your region?	X		Agreements are reciprocal.	X		Viewed Mutual Aid agreement with DrainAll 2020-10.

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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 and radios.	X	Viewed Team Lead cell phone and intrinsically safe radio equipment.
1b	Personnel at the incident scene?	X		Cell phones and radios.	X	Viewed Team Lead cell phone and intrinsically safe radio equipment.
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		Essential items are staged at our location	X	Viewed Essential Equipment on site.
2b	Specialty Equipment items at the location?	X		Specialty items are staged at our locations (e.g., Capping kits, flare stack, HAZ-ID)	X	Viewed flare stack and associated equipment. Viewed A, B and C kits.
3	Are programs in place for ensuring equipment meets applicable Canadian certification and registration requirements?	X		CSA, Transport Canada, Manufacturer Guidelines, etc.	X	Viewed Hazardous Waste Consignor Registration for Alberta dated 2015-04-11.

Commented [TEAP35]: TERSP: Identify equipment and quantities available. Consider cell phones, satellite phones, intrinsically safe radios, portable radios...
Assessor: View, describe equipment and quantity viewed.

Commented [TEAP36]: TERSP: All *Essential Equipment* must be at the location.
Assessor: View, note that all *Essential Equipment* is at the location.

Commented [TEAP37]: TERSP: All claimed *Specialty Equipment* must be at the location, and so on. Provide records of approvals.
Assessor: View, note that all claimed *Specialty Equipment* is at the location.

Commented [TEAP38]: 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	R. Foster D. Schuilenberg J. Foster	X		Viewed WorkHub records for J. Foster including ICS 100, WHMIS, TDG, Air Monitoring, and First Aid.
1b	TEAP III registered team members?	5	K. Foster S. Foster M. Payant M. Wiebe A. Denine	X		Viewed WorkHub records for M. Payant including ICS 100, WHMIS, TDG, Air Monitoring, and First Aid.
1c	Other Team Leaders?	0		---	---	
1d	Other team members?	0		---	---	
2	Is there a fit for duty program?	X	Fit for Duty Policy is in place, dated May 2020.	X		Viewed Health and Safety Manual, Element 1.4, Fitness for Duty Policy dated 2020-05-01.
3	Is there post-incident stress management program?	X	Outlined in SOG under the Incident Stress Management Section.	X		Viewed SOG for Incident Stress Management including contact for third party support services, dated version 1.2 2020-05.

Commented [TEAP39]: 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 [TEAP40]: 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 [TEAP41]: 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 [TEAP42]: 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 [TEAP43]: TERSP: Describe the elements of your fit for duty program and frequency of re-assessments.
Assessor: View program documentation, note document titles.

Commented [TEAP44]: TERSP: Describe the elements of your post-incident stress management program.
Assessor: View program documentation, note document titles.

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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		A training matrix is established through Workhub and updated as training is completed.	X		Viewed WorkHub training Matrix aligned with TERSP Standard Training Matrix.
2	Is training conducted using specialty equipment?	X		Training includes specialty equipment such as capping kits, flare stacks, etc.	X		Viewed Hazardous Materials Technician Certificates for M. Payant and O. Watson dated 2022-07-12.
3	Is the training content documented for each module?	X		Training is documented through Workhub and kept on file, including tests, certificates, etc.	X		Viewed modules in WorkHub for internal PPE and Respirator selection, as well as external Explosives Handling Safety and NFPA 1086.
4	Are training records maintained for Team Leaders and team members for a minimum of three years?	X		Training records are retained for a minimum of 3 years through Workhub and Training Matrix Spreadsheet.	X		Viewed in WorkHub and training Matrix Spreadsheet.
5	If you respond to railway mode:						
5a	Is a railway dangerous goods response training course part of your training matrix?	X		Training includes rail specific training, including ERailSafe, SERTC, JIBC, etc	X		Viewed ERailSafe included in WorkHub training, 9 team members completed.
5b	If yes, which TEAP III registered Team Leaders and team members have attended training?	K. Foster J. Foster R. Foster D. Schuilenberg			X		Viewed certificates for ERailSafe for K. Foster and D. Schuilenberg.

Commented [TEAP45]: 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 [TEAP46]: 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 [TEAP47]: 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 [TEAP48]: TERSP: Provide evidence of railway ER training (e.g. RAC, ERTC, JIBC, CN, CP Rail).
Assessor: Review, note titles and source.

Commented [TEAP49]: 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. Payant K. Reid C.T ucker M. Weibe M. Pogrebski					

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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		All Team Leaders have demonstrated competency through testing given at the end of each training module.	X		Comment: Contractor in process of moving SOGs for review into WorkHub platform.
2	Are exercise activities documented?	X		Comprehensive checklists and attendance sheets are kept on file.	X		Reviewed 2022-08-12 exercise report for Scenario #1 Chlorine cylinder leak including assessment, air monitoring, PPE selection & capping.
3	Evaluation and debrief of exercises:						
3a	How do you choose which exercises to debrief?			All exercises are debriefed verbally and only documented if there is a need to modify a SOG.	X		Viewed Incident Debrief Form available for corrective actions are noted, in Response SOG version 1.2 2020-06.
3b	Does the debrief identify gaps and corrective actions?	X		Near Miss/Corrective Action Form is utilized and logged.	X		Viewed Incident Debrief Form available for corrective actions are noted, in Response SOG version 1.2 2020-06.
3c	Describe how corrective actions are tracked to completion.			Near Miss/Corrective Action Form is utilized and logged.	X		Viewed Action Registry from 2020.

Commented [TEAP50]: 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 [TEAP51]: 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 [TEAP52]: TERSP: Describe criteria (e.g. Client request, injury, duration, ERAP).
Assessor: If applicable, view and note dates.

Commented [TEAP53]: TERSP: Provide debrief records of corrective actions required and taken.
Assessor: Review /examine and note corrective action(s) identified and assigned.

Commented [TEAP54]: 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		A paper-based system is in place to log inspections, maintenance, and testing of equipment, per manufacturer recommendations.	X		Viewed the Maintenance document on page 112 in the SOG listing the frequency of equipment checks dated version 1.2 2020-06.
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		Files are kept for a minimum of three years.	X		<p style="color: blue;">Viewed Gas Detection equipment logs for calibration and bump tests for past 3 years, including last completed 2022-08-23.</p> <p style="color: blue;">Viewed Level A Suit Inspection Certificates and inhouse testing procedure.</p> <p style="color: blue;">Viewed monthly inspection records for 9 SCBA units for 2022.</p> <p style="color: blue;">Viewed hose certificates for inhouse testing for hoses #3P-5, #3P-8, #3P-7 dated 2022-03-15.</p>
2b	Transportation equipment?	X		Files are kept for a minimum of three years.	X		Viewed Commercial Vehicle Inspection for unit #101, CV7503047, expiry 2023-06.

Commented [TEAP55]: 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 [TEAP56]: 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 [TEAP57]: 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		Carrier # ABC 10759 Consignor # ABG 14287	X	Viewed Carrier # ABC 10759 dated 11 March 2015, and Consignor # ABG 14287 dated 2015-03-11.
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		---	---

Commented [TEAP58]: 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 [TEAP59]: 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 [TEAP60]: 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).

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Part 6 – Community Involvement and Sustainability (optional and not part of TERSP Assessment)

		Yes	No	TERSP Comment
1	Who at this location has attended TEAP III Transportation Emergency Response Service Provider Standard training?			R. Foster D. Schuilenberg J. Foster
2a	Do you participate in TRANSCAER® outreach events?	X		Last event was GATX, Dow, RAC – June 2019. Restrictive due to pandemic.
2b	If yes, how? Provide list of dates and activities for the past two years.			June/July 2018 June/July 2019
3a	Do you belong and participate in a trade association such as CERCA, CIAC, RDC, RAC and/or other (describe other)?	X		Current CERCA Member in good standing. Also attend RDC and PRTC Meetings on a regular basis (Pre-pandemic)
3b	If yes, describe your involvement.			Participating 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.			

Commented [TEAP61]: 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 [TEAP62]: TERSP: Identify by name (e.g. L. Laferriere) those who have attended.

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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	Nothing formal.
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>	Nothing formal, however, water bottles and office paper are both kept separate and recycled.		

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							
2.2							
2.3	Chlorine, UN1017			2022-08-12	D. Schuilenberg	Assessment and apply Chlorine capping kit for leaking gas cylinder	Reviewed 2022-08-12 exercise report for Scenario #1 Chlorine cylinder leak including assessment, air monitoring, PPE selection & capping.
3	PETROLEUM CRUDE OIL, UN 1267	2022-04-06 (RR211167)	R. Foster			Railcar to Railcar product transfer.	Viewed Workflow document including Initial Callout report, TDG info, timeline notes, Scope of Work.
4.1	PICRIC ACID, WETTED UN 1344	2022-04-16 (RR211205)	R. Foster			Assessment of small MOC, overpack, neutralize storage cabinet.	Viewed Workflow document including Initial Callout report, Departure Checklist including specialty equipment, Site Map with incident diagram, Risk Assessment, Response Objectives, decontamination notes, safety documentation, Pictures, and timeline of events report.
4.2							
4.3							
5.1							
5.2							
6.1	ETHYL CHLOROFORM	2022-05-28 (RR22119)	D. Schuilenberg			Assessment, drum patch & overpack, van	Viewed Workflow document with Initial

Commented [TEAP63]: TERSP: Activity must be documented hands-on with appropriate PPE. Tabletop does not qualify

Commented [TEAP65]: 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 [TEAP64]: 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 [TEAP66]: TERSP: List all activities related to chlorine. Assessor: Review chlorine and anhydrous HCl activities

TEAP III TERSP Standard Assessment

TERSP Emergency Response or Exercise Table (previous 12 months only)
***MINIMUM OF 4 EVENTS including at least 1 EXERCISE**

	MATE UN 1182					trailer remediation.	Activation Report, Incident timeline, and photos.
6.2							
7							
8							
9							
Other							

Commented [TEAP67]: TERSP: List all activities related to NaOH, NaClO, HCl
 Assessor: Review any available documents.