

## TEAP III TERSP Standard Assessment

### Summary

|   |   |
|---|---|
| <b>TERSP company assessed:</b>            | Accuworx Inc.   |
| <b>TERSP location:</b>                    | 220 Superior Blvd<br>Mississauga ON 5L7 2L2   |
| <b>TERSP location's area of coverage:</b> | Ontario   |
| <b>Date (yyyy-mm-dd) assessed:</b>        | 2015-12-08  |
| <b>Assessors:</b>                         | Team Leader: Ernie Wong, Principal, EW Compliance & Response Inc.<br>Assessor: Greg Ayers, Regulatory Affairs Manager, Sodrox Chemicals Ltd.<br>Assessor: Addison Vickerd, Response Centre Manager - Dartmouth, ECRC<br>Assessor: Chris Connors, Logistics Manager, The Chemours Canada Company   |
| <b>TERSP Representatives:</b>             | Logan Barrett, Emergency Response Manager   |
| <b>Opportunities for improvement:</b>     | <ul style="list-style-type: none"> <li>• Implementation of a training tracking program including frequency and competencies (written and demonstrated)</li> <li>• Integrate and document debriefing as part of the SOG plus tracking of action items for all responses and exercises</li> <li>• Develop training modules to include practical competencies</li> <li>• Continue with planned field response form (writeable pdf) for implementation 2016-04</li> </ul> |
| <b>Best practices for sharing:</b>        |   |
| <b>Recommendation for registration:</b>   | Approved by TEAP III Editorial Board: 2016-02-03<br><br>Next location assessment due: 2017-12   |

## TEAP III TERSP Standard Assessment

### Capability Chart

| Contact Details  | TDG Class | Mode of Transport |    |                      | Means of Containment | Stabilization <sup>1</sup><br>(X, S, O, SO) | Mitigation <sup>2</sup><br>(X, S, O, SO)            | Remarks and Examples   |
|--|-----------|-------------------|----|----------------------|----------------------|---|---|--|
|  |           | M                 | RR | R                    |                      |   |   |  |
| <b>Company name:</b><br><b>Accuworx Inc.</b><br><br><b>Address:</b><br><b>220 Superior Blvd.</b><br><b>Mississauga Ontario</b><br><b>5LT 2L2</b><br><b>Office</b><br><ul style="list-style-type: none"> <li>• Telephone: 416-410-7222</li> <li>• FAX: 416-410-7405</li> <li>• Website: <a href="http://www.accuworx.ca">www.accuworx.ca</a></li> </ul> <b>24-hour Activation</b><br><ul style="list-style-type: none"> <li>• Telephone: 1-877-898-7222</li> <li>• Contact Position: On Call Emergency Response Team Leader</li> </ul> Regional coverage from this location: Ontario<br><br>Is coverage outside this region available via this location?<br><br>Yes [X]    No [ ]<br><br><b>Date (yyyy-mm-dd):</b><br>2015- 12-08<br><br><b>By Location Leader (name):</b><br>Logan Barrett<br><br><b>Position:</b> | 1         |                   |    |                      |                      |   |   |  |
|  | 2.1       |                   | X  |                      | T/C                  | X   | X   | Transfer / Flare LPG UN1075  |
|  | 2.2       |                   |    |                      |                      |   |   |  |
|  | 2.3       |                   | X  |                      | T/C                  |   |   | Team Leaders trained to support transfer – no equipment                  |
|  | 3         |                   | X  | X                    | T/C, T/T, IM, LC, SC | X   | X   | Transfers and vapour suppression   |
|  | 4.1       |                   |    | X                    | SC                   | X   | X   | Small roadway spills   |
|  | 4.2       |                   |    | X                    | SC                   | X   | X   | Small roadway spills   |
|  | 4.3       |                   |    | X                    | SC                   | X   | X   | Small roadway spills   |
|  | 5.1       |                   | X  | X                    | T/C, T/T, IM, LC, SC | X   | X   | Hydrogen peroxide overpacks  |
|  | 5.2       |                   |    | X                    | SC                   | X   | X   | Organic peroxide overpacks   |
|  | 6.1       |                   | X  | X                    | T/T, SC              | X   | X   | Spills and SC transfers only   |
|  | 6.2       |                   | X  | X                    | T/T, SC              | X   | X   | Spills and SC transfers only (Polio, staphylococcus). Bio-safety Level 3 |
|  | 7         |                   |    | X                    |                      |   |   |  |
|  | 8         |                   | X  | X                    | T/C, T/T, IM, LC, SC | X   | X   | Transfer and neutralize UN1789 UN1824                                    |
| 9  |           | X                 | X  | T/C, T/T, LC, IM     | X                    | X   | Elevated temperature products                       |  |
| Other  |           | X                 | X  | SC, T/T, T/C, LC, IM | X                    | X   | Sewage, organic sludge, non-infections animal blood |  |

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

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

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

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

## TEAP III TERSP Standard Assessment

**Emergency Response  
Manager**

**E-mail:**  
[Lbarrett@accuworx.ca](mailto:Lbarrett@accuworx.ca)

**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.

## TEAP III TERSP Standard Assessment

| Question | TERSP |    | TERSP Comment | Assessed |    | Assessor Comment |
|----------|-------|----|---------------|----------|----|------------------|
|          | Yes   | No |               | Yes      | No |                  |

### Part 1 – Management

|    |  |   |  |  |   |  |   |
|----|--|---|--|--|---|--|---|
| 1  | Is there a <b>statement</b> of the TERSP's commitment addressing health, safety, and environment?  | X |  | Company wide umbrella policy used for emergency response & industrial work   | X |  | Viewed Environmental, Health & Safety Policy updated 2015-01, signed by company president                         |
| 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 |  | Logan Barrett manages all updates required within TERSP standard assessment.   | X |  | Viewed <i>Roles and Responsibilities of Emergency Services Manager</i> that covers all aspects ER including CERCA |
| 3  | Has the <i>TEAP III TERSP Standard Annual Update</i> been completed and submitted?   | X |  | Update completed in 2014   | X |  | Posted on teap3.ca  |
| 4  | Have you identified all legal requirements pertaining to your transportation emergency response business? For example: TDG, WHMIS, CSA, manufacturers' recommendations,...                                   | X |  | Accuworx meets or exceeds all legislative requirements   | X |  | Viewed records for:<br>TDG;<br>WHMIS;<br>CVOR;<br>B620  |
| 5  | Minimum insurance requirements:  |   |  |  |   |  |   |
| 5a | Is the company in good standing with relevant federal, provincial, territorial workers' compensation authority?  | X |  | Accuworx is in good standing with federal, provincial and territorial workers compensation authorities. WSIB Clearance certificates available upon request | X |  | Viewed letter of clearance dated 2015-11-23   |
| 5b | Public Liability and Property Damage, \$5 million?   | X |  | Accuworx meets this requirement  | X |  | Viewed certificate dated 2015-04-06   |

**Comment [TEAP III5]:** 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.

**Comment [TEAP III6]:** 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.

**Comment [TEAP III7]:** 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?

**Comment [TEAP III8]:** 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.

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

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

### TEAP III TERSP Standard Assessment

| Question   | TERSP |    | TERSP Comment                            | Assessed |    | Assessor Comment   |
|--|-------|----|--|----------|----|--|
|  | Yes   | No |  | Yes      | No |  |
| 5c Environmental, \$5 million?   | X     |    | Accuworx meets this requirement.         | X        |    | Viewed certificate dated 2015-04-06  |
| 6 Is there a management system in place to notify affected clients of any change in capability and/or capacity?                            | X     |    | Notification of change documents and SOP | X        |    | Viewed ER Team Management Change and Notification Standard Operating Guideline, not dated. |
| 7 If your company has previously had a TEAP III TERSP Standard Assessment, was the Draft Report retained and produced for this assessment? | X     |    | Assessment document available for        | X        |    | Viewed document dated 2013-10-01, progress was made on all opportunities for improvement   |

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

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

## TEAP III TERSP Standard Assessment

| Question | TERSP |    | TERSP Comment | Assessed |    | Assessor Comment |
|----------|-------|----|---------------|----------|----|------------------|
|          | Yes   | No |               | Yes      | No |                  |

### Part 2 – Activation and Response

|    |  |   |  |  |     |     |   |
|----|--|---|--|--|-----|-----|---|
| 1a | Is there a 24-hour emergency response activation telephone number?   | X |  | 1-877-898-7222                                     | X   |     | <p>Called 2015-12-06 at 1340, Voice Menu, pressed 9 (for emergency) went to ER Manager voice mail ... call 416-410-7222 if it is an emergency.</p> <p>Called number at 1344 which had the same voice menu, pressed 9. After a few minutes (attempted connections), request to leave a message. During this time received an incoming call, called back at 1347 and spoke to the on call ER Team Leader</p> <p>Elapsed time 7 minutes.</p> |
| 1b | Is there another 24-hour telephone number that can be used to activate a response?   | X |  | 416-410-7222                                       | --- | --- |   |
| 2  | Is there a documented activation protocol (flowchart or other) for coordinators and response personnel in the event of an emergency? | X |  | Flow chart was updated May 2015                    | X   |     | Viewed flow chart   |
| 3  | Does the TERSP use a form to record incident information?  | X |  | Emails are used to document information as per SOG | X   |     | Viewed ER Team Incident Reporting and SOG date 2015-01  |
| 4  | Which methods are used to access a current MSDS on a 24-hour basis:  |   |  |  |     |     |   |

**Comment [TEAP III13]:** TERSP: State if there is a primary activation telephone number.  
Assessor: Assessor will run a check on primary activation telephone number without prior warning. Assessor will record time of activation call and time of call back.

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

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

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

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

### TEAP III TERSP Standard Assessment

| Question | TERSP                                  |    | TERSP Comment | Assessed  |     | Assessor Comment |  |
|----------|--|----|---------------|---|-----|------------------|--|
|          | Yes                                    | No |               | Yes   | No  |                  |  |
| 4a       | Paper copy?                            | X  |               | Paper copies kept in heavy transfer trailer for chemicals specific to listed equipment in the trailer. Only as last resort.   | --- | ---              |  |
| 4b       | CANUTEC?                               | X  |               | Canutec may be used to provide SDS when otherwise not available   | --- | ---              |  |
| 4c       | Shipper/manufacturer?                  | X  |               | Preference that shippers/manufacturers provide MSDS prior to crew deployment  | --- | ---              |  |
| 4d       | CCOHS?                                 |    | X             | Not applicable  | --- | ---              |  |
| 4e       | Internet (state method and web sites)? | X  |               | Team leaders and all employees have mobile smart phones and are capable of downloading accurate chemical data in the field.   | X   |                  | Viewed MSDSs for butane & sodium hydroxide |
| 4f       | Internal CD database?                  |    | X             | N /A  | --- | ---              |  |
| 4g       | Other (state method)?                  | X  |               | The following chemical reference material is also used in the field: Hawley's Condensed chemical dictionary, The common sense approach to hazardous materials 3 <sup>rd</sup> edition, PPE for chemical, biological & Radiological hazards, Janes CBRN response handbook, Principles of improvised explosive devices. | --- | --               |  |

### TEAP III TERSP Standard Assessment

| Question  | TERSP |    | TERSP Comment   | Assessed |    | Assessor Comment  |
|---|-------|----|---|----------|----|---|
|   | Yes   | No |   | Yes      | No |   |
| 5<br>Are there <b>Standard Operating Guidelines</b> for dealing with response to all products/classes/means of containment identified in the Capability Chart?              | X     |    | <b>SOG's are used regularly and reflect all the products, classes, and means of containment on the capability chart.</b>  | X        |    | <b>Reviewed General SOGs for Class 8, 6.1, 6.2 which includes information on general safety and fire situations</b><br><br><b>Reviewed task specific SOGs: LPG Transfer including checklist; Anhydrous ammonia transfer including checklist</b> |
| 6<br>Are response activities for <b>incidents</b> documented?   | X     |    | <b>All response incidents are documented. Railway response incidents and high hazard responses are documented in a structured uniform format. This is a new standard as of 2014-2015 used to better organize our documentation and encourage more debriefs.</b> | X        |    | <b>Viewed completed client reports for RCMP and railways</b><br><br><b>Verbal confirmation that a new field writeable pdf form being developed for implementation 2016-04</b>   |
| 7<br>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<br><b>During regular business hours?</b>   | X     |    | <b>30 Minutes</b>   | X        |    | <b>Viewed reports:</b><br><b>2015-08-21 departed within 30 minutes;</b><br><b>2015-07-24 departed within 30 minutes;</b><br><b>2015-07-31 departed within 60 minutes</b>  |
| 7b<br><b>Outside regular business hours?</b>  | X     |    | <b>60-90 Minutes</b>  | X        |    | <b>Viewed reports:</b><br><b>2015-08-08 departed within 60 minutes;</b><br><b>2015-07-05 departed within 90</b>   |

**Comment [TEAP III18]:** TERSP: SOGs include pre-trip checklist, site safety plan, situation analysis, reconnaissance, damage assessment, static electricity control, transfer of pressure and low pressure commodities, flaring, disposal, decontamination, etc. List sources (e.g. ERG, AAR Guide, WISER, Disciplined Approach.)  
Assessor: View, note titles of SOG's.

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

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



### TEAP III TERSP Standard Assessment

| Question  | TERSP  |    | TERSP Comment   | Assessed |     | Assessor Comment  |
|-----------|--|----|---|----------|-----|---|
|           | Yes  | No |   | Yes      | No  |   |
|           |  |    |   |          |     | minutes   |
| <b>8</b>  | <b>Evaluation and debrief of responses:</b>                                    |    |   |          |     |   |
| <b>8a</b> | How do you choose which responses to debrief?                                  |    | Debriefs are carried out for responses as needed and outlined in the Accuworx debrief protocol. For responses that are not specified in the debrief protocol the emergency response and operations managers will determine the need for a debrief.    | X        |     | Viewed Incident Debrief Guidelines updated 2015-01, which responses involving the railways, public service activation, 5+ responders or use of Level A or B |
| <b>8b</b> | Does the debrief identify gaps and corrective actions?                         |    | During a debrief, the manager conducting the meeting will assign a responder with corrective actions if any are needed. The manager that assigns the corrective actions are responsible for follow up with the responder.                             | X        |     | Viewed new debrief form, not dated<br><br>Verbal confirmation to document debrief for all future responses as per Guidelines                                |
| <b>8c</b> | Describe how corrective actions are tracked to completion.                     |    | Corrective actions are noted on the debrief form and the management member that is responsible to assign these tasks follows up on a personal basis with the responder. Each follow up is documented on the corrective action section of the debrief. |          | X   |   |
| <b>9</b>  | Is the TEAP III TERSP Standard Performance Feedback submitted to TEAP III?     |    | Has not responded to an incident initiated by a CIAC member   | ---      | --- | Has responded for CIAC companies but activated by the carrier   |
| <b>10</b> | If you are listed in a client's ERAP, do you have a copy of the client's ERAP? |    | Not listed  | ---      | --- |   |
| <b>11</b> | How do you track updates of your client's ERAP?                                |    | Not listed on any ERAPS   | ---      | --- |   |

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

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

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

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

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

**TEAP III TERSP Standard Assessment**

| Question | TERSP |    | TERSP Comment | Assessed |     | Assessor Comment |
|----------|-------|----|---------------|----------|-----|------------------|
|          | Yes   | No |               | Yes      | No  |                  |
| 12       | NA    |    | Not listed    | ---      | --- |                  |

**Comment [TEAP III26]:** TERSP: Must have a copy of each ERAP for which they have an agreement to respond on behalf of another TERSP. If does not apply, indicate NA.  
 Assessor: If applicable, view and note ERAP(s) approval date(s).

### TEAP III TERSP Standard Assessment

| Question | TERSP |    | TERSP Comment | Assessed |    | Assessor Comment |
|----------|-------|----|---------------|----------|----|------------------|
|          | Yes   | No |               | Yes      | No |                  |

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

|    |   |   |   |     |     |   |
|----|---|---|---|-----|-----|---|
| 1  | Are current <b>contact lists</b> available for: |   |   |     |     |   |
| 1a | X   |   | Contact lists are provided to all team members and essential Accuworx personnel. Via Emergency Response Manager.    | X   |     | Viewed list dated 2015  |
| 1b | X   |   | Emergency response manager reviews contact lists are reviewed every 6 months or as needed in the case of attrition. | X   |     | Same as above   |
| 1c | X   |   | Key contact information for rail and municipalities.  | X   |     | Reviewed document dated 2015 which includes a client risk potential |
| 1d | X   |   | Relevant government agency contact info has been documented and is reviewed on a yearly basis or as needed.         | X   |     | Same as #1c   |
| 2  | X   |   | All resources for response are utilized in house. A master equipment list is kept and reviewed yearly or as needed. | X   |     | Viewed list   |
| 3a |   | X | No unique equipment or personnel is outsourced at this time.  | --- | --- |   |
| 3b |   | X |   | --- | --- |   |

**Comment [TEAP III27]:** 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.

**Comment [TEAP III28]:** TERSP: Provide list of equipment resource support services.  
Assessor: View, note last revision date.

**Comment [TEAP III29]:** 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.

**Comment [TEAP III30]:** 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  |                  |
| <b>4</b> | <b>Are written agreements established with other TERSPs for:</b> |    |               |          |     |                  |
| 4a       |  | X  |               | ---      | --- |                  |
| 4b       |  | X  |               | ---      | --- |                  |
| 4c       |  | X  |               | ---      | --- |                  |
| <b>5</b> | <b>Are these other TERSPs registered with TEAP III for:</b>      |    |               |          |     |                  |
| 5a       |  | X  |               | ---      | --- |                  |
| 5b       |  | X  |               | ---      | --- |                  |
| 5c       |  | X  |               | ---      | --- |                  |

## TEAP III TERSP Standard Assessment

| Question | TERSP |    | TERSP Comment | Assessed |    | Assessor Comment |
|----------|-------|----|---------------|----------|----|------------------|
|          | Yes   | No |               | Yes      | No |                  |

### Part 3.2 – Resources, Equipment and Materials

|    |   |   |  |  |   |  |
|----|---|---|--|--|---|--|
| 1  | Is there <b>equipment for communications</b> between:   |   |  |  |   |  |
| 1a | The Home Coordinator and the incident scene?  | X |  | All Accuworx staff are outfitted with smart phones capable of email, data, and mobile calling. | X | Viewed smartphones   |
| 1b | Personnel at the incident scene?  | X |  | Intrinsically safe radio equipment, satellite phone, and smart phones.                         | X | Viewed equipment   |
| 2  | Does the company meet the requirements of the <i>TEAP III TERSP Standard Essential and Specialty Equipment List</i> for:                                      |   |  |  |   |  |
| 2a | <b>Essential</b> Equipment items at the location?   | X |  | Accuworx meets all essential equipment item criteria listed.                                   | X | Viewed equipment that meets the requirement                      |
| 2b | <b>Specialty</b> Equipment items at the location?   | X |  | Accuworx meets all equipment requirements listed   | X | Viewed equipment for declared capability                         |
| 3  | Does the list include equipment required to respond to all chemicals, modes of transport and means of containment identified in the <b>Capability Chart</b> ? | X |  | Accuworx meets or exceeds all required equipment needs highlighted in the capability chart.    | X |  |
| 4  | Are programs in place for ensuring equipment meets applicable Canadian certification and registration requirements?   | X |  |  | X | Verbal confirmation to develop a policy to meet this requirement |

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

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

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

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

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

## 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?   | 3 | R. Carter, C. Hyde, L. Barrett                              | X   |     | Viewed records for L. Barrett & C. Hyde<br><br>Verbal confirmation to develop and implement tracking and notification system for all applicable hazmat requirements. Will be entered into action log. |
| 1b       | TEAP III registered team members?   | 5 | J. Oosterholt, K. Cleary, W. Carter, R. Anderson, A. Bohar, | X   |     | Viewed records for R. Anderson & A. Bohar   |
| 1c       | Other Team Leaders?   | 2 | N. Vanovereem, P. Ryan                                      | --- | --- |   |
| 1d       | Other team members?   | 5 | J. Winter, R. Brace N. Peattie, R. Henry, O. Ulutas         | --- | --- |   |
| 2        | Is there a fit for duty program?  | X | Accuworx fit for duty program                               | X   |     | Viewed Fit For Duty dated 2015  |
| 3        | Is there post-incident stress management program?   | X | Accuworx post-incident stress management program            | X   |     | The service is provided by third party through HR department  |

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

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

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

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

## TEAP III TERSP Standard Assessment

| Question | TERSP |    | TERSP Comment | Assessed |    | Assessor Comment |
|----------|-------|----|---------------|----------|----|------------------|
|          | Yes   | No |               | Yes      | No |                  |

### Part 4.1 – Preparedness, Training

|   |  |   |  |  |     |     |   |
|---|--|---|--|--|-----|-----|---|
| 1 | Is the <b>training program</b> established in accordance with the <i>TEAP III TERSP Standard Training Matrix</i> ? | X |  | The Accuworx training program meets TEAP III TERSP requirements. We have revamped our program to training modules. This better tracks training times and frequency and also increases documentation. | X   |     | Viewed the report from OSG (third party service) Training Report.   |
| 2 | Is training conducted using <b>specialty equipment</b> ?   | X |  | Specialty equipment is used during some training events. The use of midland kits, rail domes, and mock tanks and pressure vessels are incorporated into our training matrix.                         | --- | --- | Documentation not available   |
| 3 | Is the training content documented for each <b>module</b> ?  | X |  | Accuworx documents all training in modular form with an instructor sign off.   | X   |     | Viewed:<br>Rail car presentation, Railway 101;<br>Written competency for respiratory protection & atmospheric testing<br><br>Verbal confirmation to ensure all demonstrated competencies are incorporated 2016 Q1 |
| 4 | Are training records maintained for Team Leaders and team members for a minimum of three years?                    | X |  | Training records are collected and stored for a minimum of 3 years.  | X   |     | Viewed records  |
| 5 | If you respond to railway mode:  |   |  |  |     |     |   |

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

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

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

### TEAP III TERSP Standard Assessment

| Question  | TERSP |    | TERSP Comment  | Assessed |    | Assessor Comment  |
|---|-------|----|--|----------|----|---|
|   | Yes   | No |  | Yes      | No |   |
| 5a<br>Is a railway dangerous goods response training course part of your training matrix?     | X     |    | SERTC and the RAC  | X        |    | Verbal confirmation to incorporate into training matrix |
| 5b<br>If yes, which TEAP III registered Team Leaders and team members have attended training? |       |    | R. Carter, C. Hyde, L. Barrett, J. Oosterholt, W. Carter | X        |    | Viewed certificates for C. Hyde & L. Barrett            |

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

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



## 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 |  | Team leaders are competent in all SOG's and follow them during training and response   | X   |     | Verbal confirmation to incorporate all SOG into training matrix over 24-month period |
| 2  | Are exercise activities documented?  | X |  | Training exercises are documented and reviewed with all participants.  | --- | --- | Reports available for review   |
| 3  | Evaluation and debrief of exercises:   |   |  |  |     |     |  |
| 3a | How do you choose which exercises to debrief?  |   |  | All training exercises are debriefed to encourage team dialogue.   |     | X   | Verbal confirmation to document all future exercises including debriefs              |
| 3b | Does the debrief identify gaps and corrective actions?   | X |  | A manager is dedicated to lead each debrief. The manager is then charged to follow-up to completion                                      |     | X   |  |
| 3c | Describe how corrective actions are tracked to completion.   |   |  | The manager conducting the debrief is responsible to follow up with the individual responder on any corrective measures or action items. |     | X   |  |

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

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

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

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

**Comment [TEAP III49]:** TERSP: Provide documentation.  
Assessor: View 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 |  | <p><b>Equipment inspection and maintenance is completed to meet manufacturer guidelines.</b></p> <p><b>A monthly maintenance /inspection schedule is established and carried out by the emergency response team.</b></p> <p><b>In 2015 a modular based maintenance record was introduced to ensure proper maintenance and data logging occurred on a monthly basis. All pumps and hoses are sent for 3<sup>rd</sup> party testing after field use.</b></p> <p><b>Each piece of equipment has detailed inspection requirements.</b></p> | X |  | <p><b>Viewed equipment inspection and maintenance general reminder on calendar program (first Monday of every month)</b></p> <p><b>Viewed inspect form (not dated) for Level A suits</b></p> <p><b>Verbal confirmation to implement a notification process for activities to meet the applicable standards by 2016-06</b></p> |
| 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 |  | <p><b>Testing, inspection and maintenance records are kept for a minimum of three years. Maintenance records are established and maintained to meet or exceed all requirements.</b></p>  | X |  | <p><b>Reviewed records for:</b><br/> <b>Hoses (3+ years);</b><br/> <b>Generators (several months);</b><br/> <b>Pumps (monthly);</b><br/> <b>Level A suits (yearly)</b></p>  |
| 2b | Transportation equipment?   | X |  | <p><b>Licensed transportation equipment is maintained by in house mechanics. Each</b></p>  | X |  | <p><b>Viewed records for Unit # 6 &amp; 7</b></p>   |

**Comment [TEAP IIII50]:** TERSP: Show evidence of an equipment testing and maintenance program that is in compliance with manufacturer recommendations or regulatory requirements.  
 Assessor: View program, note elements (e.g. equipment listing, inspection detail, frequency, e-system or paper-based).

**Comment [TEAP IIII51]:** TERSP: Maintain test, inspection and maintenance records that are relevant to materials on the *TEAP III TERSP Standard Essential and Specialty Equipment List*; (e.g. SCBA, Level A suits, transfer hoses, power generators, pumps, instrumentation, gas detector and calibration, gaskets).  
 Assessor: Review records, note items and frequencies (e.g. suit tests, hose test, generator inspection/test, gas detectors).

**Comment [TEAP IIII52]:** 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 |                  |
|          |       |    | vehicles maintenance records are separately filed and logged. |          |    |                  |

### 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 |   | Accuworx can legally transport all waste specified under the capabilities chart.                         | X   | Viewed certificate A841664 issued 2015-11. Excludes biohazards. |
| 1b | Receive to dispose or recycle hazardous waste and/or hazardous recyclable materials? | X |   | Accuworx (Sure Horizon Environmental) can receive all hazardous materials listed in the capability chart | X   | Viewed certificate 2274-7UTMPL issued 2013-08-28                |
| 2  | Are any of the above performed by a sub-contractor?                                  |   | X | None of the above is performed by subcontractors.  | --- | ---   |

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

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

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

## Transportation Emergency Response Service Provider (TERSP) Optional Information

### Part 6 – Marine Chemical Emergency Response (optional and not part of TERSP Standard Assessment)

*Note: This section should be completed by those TERSPs that provide or wish to provide emergency response services in the marine mode specifically to vessels carrying or using hazardous materials (hazardous and noxious substances or “HNS”). Such response may be provided to bulk vessels, container vessels, barges, ferries, etc. while in berth, alongside, at sea or in transit.*

|    |  | Yes | No | TERSP Comment  |
|----|--|-----|----|--|
| 1  | Does your company provide emergency response to marine HNS incidents in:         |     |    |  |
| 1a | Deep sea operations?   |     | X  |  |
| 1b | Coastal operations?  | X   |    | Great Lakes  |
| 1c | In port or while loading or unloading?   | X   |    | Lake Ontario   |
| 2  | What marine geographic areas do you cover?                                       | X   |    | Ontario  |
| 3  | Do you have specialized documented procedures for marine HNS emergency response? | X   |    | Appropriate documentation would be applied during the planning phase of the job in accordance with the substance that has been released. |
| 4  | Do you have boat(s) or other means for accessing vessels not at berth?           | X   |    | Accuworx-22' Stanley sea truck with drop gate.<br>Access to – 14' MFG response vessel.   |

**Comment [TEAP III56]:** 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>C. Hyde, L. Barrett, J. Oosterholt, A. Bohar, K. Cleary, R. Carter</b>  |    |   |
| 2a | Do you participate in TRANSCAER® outreach events?   | <b>X</b>   |    | <b>Accuworx does participate in TRANSCAER® events.</b>                |
| 2b | If yes, how? Provide list of dates and activities for the past two years.   | <b>Tuesday August 5<sup>th</sup> 2014 ( Vacuum truck and emergency response demonstration)<br/>Wednesday August 6<sup>th</sup> 2014 (Vacuum truck demonstration)</b> |    |   |
| 3a | Do you belong and participate in a trade association such as CERCA, CIAC, CACD, RAC and/or other (describe other)?                  | <b>X</b>   |    | <b>CERCA<br/>Toronto CAER North<br/>Railway Association of Canada</b> |
| 3b | If yes, describe your involvement.  |  |    |   |
| 4a | Do you belong or contribute to a local community enhancement program?   | <b>X</b>   |    | <b>United Way</b>   |
| 4b | If yes, describe your involvement.<br><b>NOTE: Do not include donations to local hockey team-sweater purchase fund or the like.</b> | <b>Donation of funds to the United Way.</b>  |    |   |

**Comment [TEAP III57]:** 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.

**Comment [TEAP III58]:** 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?  |  | <b>X</b> | In developmental stages |
| 5b | If yes, describe.   |  |          |                         |
| 6a | Do you have a "green initiative" in place?  | <b>X</b>   |          |                         |
| 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> | <p style="color: red;">All new large fleet vehicles are clean idle certified.</p> <p style="color: red;">Accuworx utilizes Bio-Diesel within its fleet</p> <p style="color: red;">Refer to the Accuworx "Green initiative outline"</p> |          |                         |

## TEAP III TERSP Standard Assessment

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

| Material  |                              | Response                           |  | Exercise          |                                    | Assessor Comment   |                       |
|-----------|------------------------------|------------------------------------|--|-------------------|------------------------------------|--|-----------------------|
| TDG Class | Shipping Name and UN Number  | Date of last response (yyyy-mm-dd) | Registered Team Leader, last response (J. Doe) | Date (yyyy-mm-dd) | Registered Team Leader(s) (J. Doe) | Activity performed during exercise or response   | Documentation viewed? |
| 1         |                              |                                    |  |                   |                                    |  |                       |
| 2.1       |                              |                                    |  |                   |                                    |  |                       |
| 2.2       |                              |                                    |  |                   |                                    |  |                       |
| 2.3       |                              |                                    |  |                   |                                    |  |                       |
| 3         | Crude Oil<br>UN1267<br>PG II | 2015-07-31                         | L. Barrett                                     |                   |                                    | Leaking 111A tank car. Crews worked to stop leaking liquid line on site. Car was cleared for transport. All containment and mitigation was performed on site by cleaning the tank car with hydro-phobic pads   | Viewed report         |
|           | Naphtha<br>UN1268 PGII       | 2015-02-17                         | L. Barrett, C. Hyde                            |                   |                                    | 600,000L of Naphtha released into containment berm. Accuworx crews advised vapour suppression techniques. And transferred all product tank trucks. Once the initial spill was stabilized Accuworx then developed a self-priming system to move product with a 150' Vertical draw into tank trucks 300' from the transfer site. | Viewed report         |

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

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



### TEAP III TERSP Standard Assessment

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

|       |                        |            |            |  |  |   |               |
|-------|------------------------|------------|------------|--|--|---|---------------|
|       | Acetone<br>UN1090 PGII | 2015-07-24 | L. Barrett |  |  | Crews responded to a leaking bottom outlet valve on a rail tank car. Crews managed to temporarily stop the leak and then transferred the remainder of the product into tanker trucks using a vane pump. | Viewed report |
| 4.1   |                        |            |            |  |  |   |               |
| 4.2   |                        |            |            |  |  |   |               |
| 4.3   |                        |            |            |  |  |   |               |
| 5.1   |                        |            |            |  |  |   |               |
| 5.2   |                        |            |            |  |  |   |               |
| 6.1   |                        |            |            |  |  |   |               |
| 6.2   |                        |            |            |  |  |   |               |
| 7     |                        |            |            |  |  |   |               |
| 8     |                        |            |            |  |  |   |               |
| 9     |                        |            |            |  |  |   |               |
| Other |                        |            |            |  |  |   |               |

Table data entered (yyyy-mm-dd) 2015-12-08