

TEAP III TERSP Standard Assessment

Summary

TERSP company assessed:	GFL Environmental
TERSP location:	26 Haniak Road, Rossllyn, ON P7K 0C8
TERSP location's area of coverage:	Northwestern, ON
Date (yyyy-mm-dd) assessed:	2016-09-14
Assessors:	Team Leader: Stéphane Johnson, Response Centre Manager, Great Lakes Region, ECRC-SIMEC Assessor: Ernie Wong, Principal, EW Compliance & Response Inc.
TERSP Representatives:	Darren Myshok, General Manager Chris Winstl, Emergency Response Manager Amanda Moddejonge, Administrative
Opportunities for improvement:	<ul style="list-style-type: none"> • Consolidate and organize all response forms • Retain completed competencies for modules conducted locally for all team members
Best practices for sharing:	Work Order Tracking Information check list for response file management.
Recommendation for registration:	Approved by TEAP III Editorial Board: 2016-10-11 Next location assessment due: 2018-09

TEAP III TERSP Standard Assessment

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: GFL Environmental Address: 26 Haniak Road, Rosslyn, ON P7K 0C8 Office <ul style="list-style-type: none"> • Telephone (807) 939-2994 • FAX (807) 939-2558 • Website: www.gflenv.com 24-hour Activation <ul style="list-style-type: none"> • Telephone: 1-888-213-2220 or (807)939-2994 • Contact Position: On Call Team Leader Regional coverage from this location: Northwestern, ON Is coverage outside this region available via this location? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Date: 2016-03-30 By Location Leader (name): Darren Myshok Position: General Manager E-mail: dmyshok@gflenv.com	1								
	2.1								
	2.2								
	2.3								
	3	X	X	X	T/T, T/C, IM, SC, LC	X	X	Transfer, stabilize – crude oil, methanol	
	4.1								
	4.2								
	4.3								
	5.1								
	5.2								
	6.1								
	6.2								
	7				X	SC	S	S	Provide support for UN2912 and UN2978
	8	X	X	X	T/T, T/C, IM, SC, LC	X	X	Transfer acids. ERAP coverage for some Class 8's. UN1830, UN1789	
9									
Other									

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

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

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

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

TEAP III TERSP Standard Assessment

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		X	See SOG Manual Section 8, SOG 13. The policy is signed by Darren Myshok and posted in the lunch room it is also in our H&S Manual policy 0.0	X		Viewed Health & Safety Policy posted office entrance signed by CEO dated: 2016-01-01.
2		X	SOG manual Section 37, SOG 71 – Operating Documents and Administrative Controls states that it is the compliance person's responsibility to update and maintain these records.	X		Viewed Operating and Administrative Controls Document dated: 2013-10-01.
3			X	First assessment.	---	---
4		X	see WSIB cert. TDG training cards, WHMIS training, Truck VIKTP's, CofA, CVOR and HWIN registration.	X		Viewed records for: TDG, WHMIS, CVOR.
5	Minimum insurance requirements:					
5a		X	WSIB clearance, which can be produced online for clients.	X		Viewed letter WSIB clearance expiry date: 2016-11-19.
5b		X	A copy of our insurance certificate is available. Policy	X		Viewed insurance certificate expiry date: 2017-04-01.

Commented [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.

Commented [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.

Commented [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?

Commented [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.
Assessor: View, note document titles that support legal compliances.

Commented [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).

Commented [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	
			renewal date is April 1, 2016			
5c Environmental, \$5 million?	X		See copy of our insurance certificate.	X		Viewed insurance certificate expiry date: 2017-04-01.
6 Is there a management system in place to notify affected clients of any change in capability and/or capacity?	X		Immediate notification will be made as outlined in the SOG manual Section 37, SOG 71 – Operating Documents and Administrative Controls	X		Viewed SOG in Administrative Control Document dated: 2013-10-01
7 If your company has previously had a TEAP III TERSP Standard Assessment, was the Draft Report retained and produced for this assessment?		X	First assessment	---	---	

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

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

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		1-888-213-2220 Calls are directed to our on call Team Lead.	X		Tested on 2016-09-14 at 06:24 am to Call Service Centre. Question asked: Name, company, callback number, location commodity name then connected to the Team Leader Chris Winstl, Elapsed time 2 minutes.
1b	Is there another 24-hour telephone number that can be used to activate a response?	X		1-807-939-2994 Calls are directed to our on call Team Lead.	---	---	
2	Is there a documented activation protocol (flowchart or other) for coordinators and response personnel in the event of an emergency?	X		Activation Protocol is documented in a flowchart in the SOG Manual, Section 1, SOG – 2 Activation Flowchart.	X		Viewed Response Activation SOG and the Activation Flowchart dated: 2013-10-01.
3	Does the TERSP use a form to record incident information?	X		Spill Activation Report (SOG Manual Section 1, SOG – 4 Initial Activation Report) as well as the Incident Timeline which will record the timeline of activities from the initial call, until end of work.	X		Viewed Initial Activation Report dated: 2013-10-01
4	Which methods are used to access a current MSDS on a 24-hour basis:						
4a	Paper copy?		X	Not utilized due to the defined expiry period, unless provided by client	---	---	

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

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

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

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

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

TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment	
	Yes	No		Yes	No		
4b	CANUTEC?	X		Team Leaders and resources personnel have the training on calling CANUTEC 613-996-6666 or *666 on cell, and we can receive fax or email.	---	---	
4c	Shipper/manufacturer?	X		ERAP's will include MSDS's from the Shipper/Manufacturers. These can be provided at the time of event.	---	---	
4d	CCOHS?	X		This resource is utilized via laptop with WIFI and smartphone.	---	---	
4e	Internet (state method and web sites)?	X		Utilize laptop with WIFI and smart phones to access the internet.	X		Viewed WISER SDS on line for sulphuric acid.
4f	Internal CD database?		X	Clients have provided us with their MSDS's	---	---	
4g	Other (state method)?	X		Using Sharefiles	---	---	
5	Are there Standard Operating Guidelines for dealing with response to all products/classes/means of containment identified in the Capability Chart?	X		Sections 12 through 20 of the Potter Environmental SOG manual deal with response to all products/classes/means of containment identified in the Capability Chart.	X		Viewed generic SOG including the pre-departure check list and Incident Support Documentation dated: 2013-10-01 Viewed response SOGs. General Transfer, Bonding / Grounding.
6	Are response activities for incidents documented?	X		Copies of past spill documentation can be viewed in the Incoming Spill Call Logs	X		Viewed incident reports DM150830 which includes work order, waste manifest and JSA.

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

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

TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
			Binder Located in the ER Manager's office and also on the Potter's Server. New to Potters are the Incident Timeline and Debrief forms.			Record event in Chronological Order. Team leader D. Myshok Verbal confirmation to consolidate and organize all response forms.
7	What is the target mobilization time from receiving an initial activation call to rolling with response team and equipment for incidents requiring immediate response:					
7a	During regular business hours?	30 – 90 mins	Between the hours of 8am – 5pm 30 – 90 Minutes for team to be selected and rolling with personnel and equipment	X		Viewed Call Out log dated: 2015-06-01 <60 Min. 1 Team leader 1 Team Member
7b	Outside regular business hours?	30 – 120 mins	After 5pm and before 8am 30-120 mins for team to be selected and rolling with personnel and equipment to site	X		Viewed Call Out log dated: 2015-12-01 <30 Min. 1 Team Leader 1 Team Member
8	Evaluation and debrief of responses:					
8a	How do you choose which responses to debrief?		Responses which are of a significant nature (greater than 9 hrs in duration, regulator involvement either on scene or off are debriefed, as well as if a debrief is requested by an individual.	X		Viewed SOG, describes the protocol and Team Debriefing Form part of the Emergency Response.
8b	Does the debrief identify gaps and corrective actions?	X	Gaps and corrective actions are noted on the debrief form and on the corrective actions form which will be attached.	X		Viewed Corrective Action Form with cross-reference action item with incident.

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

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

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

TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
8c Describe how corrective actions are tracked to completion.			Corrective actions along with the debrief form are tracked in the corrective action log. They are then assigned to the appropriate individual with dates assigned for completion. At the assigned date the responsible manager will follow up to ensure proper completion. Once completed the JHS committee will review and file in the compliance office.	X		Viewed Corrective Action Log with cross-reference action item with incident DM150830.
9 Is the TEAP III TERSP Standard Performance Feedback submitted to TEAP III?		X	No this has never been requested.	---	---	
10 If you are listed in a client's ERAP, do you have a copy of the client's ERAP?		X	All current ERAPs are located with our ER manager. We currently have paper copies, CD copies and the rest have been posted to our server or can be located in a Sharefile shared with Quantum and Terrapure.	---	---	
11 How do you track updates of your client's ERAP?			Client's provide us with updates as required and we track those updates in excel.	---	---	
12 If you are listed in another TERSP client's ERAP, do you have a copy of that client's ERAP?	X		If we are listed on a client's ERAP we require that we sign off prior to doing business on that particular ERAP. Copies are retained at the time of sign off.	X		Viewed Subcontractor Verification of Capability to Respond for ERP 2-1008-455 dated: 2015-01-21.

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

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

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

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

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 contact lists available for:					
1a	Response coordinators?	X		Company phone list which is updated every time a change is made and handed out to each employee. Includes phone numbers, email, and positions.	X	Viewed Company Phone List dated: 2016-09-09.
1b	Team Leaders and team members?	X		See company phone list as above.	X	Viewed list of Team Leaders and Team Members as above.
1c	Clients?	X		Each client is listed in Quick Books / OMS. This list consists of contact numbers, addresses, billing info. It is updated on an ongoing basis.	X	Viewed Quick Book and OMS Program, on line system updated real time.
1d	Government agencies?	X		Section 10 of our H&S Manual "Emergency Response Plan" has a listing of Government Agency contact numbers. This is posted in our lunchroom and in each truck.	X	Viewed Government Agency List and utility company contact.
2	Has a list of equipment resource services (e.g. vacuum trucks, heavy moving equipment) in TERSP response area been developed?	X		We have a vendor phone list which is available on our server and is reviewed annually.	X	Viewed Equipment and Service Phone Numbers list dated: 2016-09-09.
3a	Describe any personnel or unique equipment outsourced?		X	We provide support for personnel/equipment for Class 7	---	---

Commented [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.

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

Commented [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.

TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment		
	Yes	No		Yes	No			
3b	If yes, does a written agreement exist:			X	Both parties respond under a letter of agreement.	---	---	
4	Are written agreements established with other TERSPs for:							
4a	Coverage in your region?			N/A		---	---	
4b	Coverage outside your region?			N/A				
4c	You to support them in your region?		X		QM Environmental	X		Viewed agreement dated: 2015-11-20.
5	Are these other TERSPs registered with TEAP III for:							
5a	Coverage in your region?			X		---	---	
5b	Coverage outside your region?			X		---	---	
5c	You to support them in your region?		X		QM Environmental	X		Viewed agreement dated: 2015-11-20.

Commented [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	

Part 3.2 – Resources, Equipment and Materials

1	Is there equipment for communications between:					
1a	The Home Coordinator and the incident scene?	X		Cellular, satellite phone land lines, computer systems.	X	Viewed Smart Phones, two way radios and Sat phone.
1b	Personnel at the incident scene?	X		Cellular, Sat Phone, Computer systems, intrinsically safe 2 way radios.	X	Viewed Smart Phones, two way radios and Sat 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		GFL Environmental meets and exceeds the standard essential equipment list and our equipment is available for inspection.	X	Viewed standard equipment listed that meets the Essential Equipment List.
2b	Specialty Equipment items at the location?	X		Our equipment is available for inspection. We meet the requirements for Class 3 and Class 8.	X	Viewed Emergency Response Specialty Equipment List for Class 3 and Class 8. including equipment for Capping Kit A,B,C.
3	Does the list include equipment required to respond to all chemicals, modes of transport and means of containment identified in the Capability Chart?	X		GFL Environmental holds all equipment required to service the products and means of containment outlined in our capability chart,	X	Viewed equipment for Class 8.
4	Are programs in place for ensuring equipment meets applicable Canadian certification and registration requirements?	X		We have a licensed mechanic on site to ensure that our equipment meets applicable Canadian certification and	X	Viewed equipment compliance with Hose Inspection B620.

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

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

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

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

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

TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
			registration requirements. We also have equipment maintenance schedules which are tracked in excel. Hard copies are filed in ER equipment room.			

TEAP III TERSP Standard Assessment

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?	2	D. Myshok, C. Winstl	X		Viewed training matrix aligned with TEAP III. D. Myshok C. Winstl.
1b	TEAP III registered team members?	3	K. Porter, D. Busby, G. Whittaker	X		Viewed training matrix aligned with TEAP III. K. Porter D. Busby.
1c	Other Team Leaders?			---	---	
1d	Other team members?	1	A. Moddejong	---	---	
2	Is there a fit for duty program?	X	See SOG manual Section 6, SOG – 11 Fit For Work Policy.	X		Viewed Fit for Work Policy dated: 2013-10-09.
3	Is there post-incident stress management program?	X	See SOG manual Section 35, SOG – 69 Incident Stress Management. EFAP through guidanceresources.com	X		Viewed Incident Stress Management SOG binder dated: 2013-10-09.

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

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

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

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

TEAP III TERSP Standard Assessment

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		GFL's training matrix meets the requirements and also has additional areas of training including Confined Space Entry/Rescue and Specialized product handling training.	X		Viewed GFL Environmental training Matrix that meets the elements of the standard.
2	Is training conducted using specialty equipment?	X		Training is given for all specialty and unique equipment with refresher frequencies established in the training matrix.	X		Viewed training record for HF awareness dated: 2013-11-07.
3	Is the training content documented for each module?	X		A training summary outlining the content, objectives, tests and job performance evaluations are completed for each training module.	X		Reviewed QM Environmental training modules: Bonding & Grounding, risk assessment. Verbal confirmation retain completed competencies for modules conducted locally for all team members.
4	Are training records maintained for Team Leaders and team members for a minimum of three years?	X		Records are maintained in the training matrix. Paper copies are kept for 3 years.	X		Viewed paper records for more 3 years.
5	If you respond to railway mode:						
5a	Is a railway dangerous goods response training course part of your training matrix?	X		All team leaders and some team members have received rail specific training. Eg. ERC, Advance Tank Car, and E-rail	X		Viewed item identified on training matrix.

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

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

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

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

TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
			Safe.			
5b If yes, which TEAP III registered Team Leaders and team members have attended training?			Darren Myshok, Chris Winstl, David Busby, Greg Whittaker, Kevin Porter.	X		Viewed certificates from TTCl for all Team Leader and Team Member.

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

TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	

Part 4.2 – Preparedness, Exercises

1	Have Team Leaders demonstrated competency for each SOG through training or equivalency granted for a response?	X		The content of GFL Environmental's SOG's is covered in the training matrix completed over a 12 month period.	X		Viewed training records for SOG competency for all Team Leader and Team Member.
2	Are exercise activities documented?	X		An exercise is documented in the same manner as a real life situation.	X		Viewed sign- in sheet for exercise dated: 2016-08-18.
3	Evaluation and debrief of exercises:						
3a	How do you choose which exercises to debrief?	As of November 2015, all exercises will be debriefed.			X		Viewed debrief on a training exercise dated: 2016-08-18
3b	Does the debrief identify gaps and corrective actions?	X		Gaps and corrective actions are noted on the debrief form and on the corrective actions form which will be attached.	X		Viewed Debrief Log dated: 2015-10-23.
3c	Describe how corrective actions are tracked to completion.	Corrective actions along with the debrief form are tracked in the corrective action log. Then assigned to the appropriate individual with dates assigned for completion. At the assigned date the responsible manager will follow up to ensure proper completion. Once completed the Joint Health and Safety committee will review and file in the compliance office.			X		Viewed Debrief Sheet identifying gap and corrective action.

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

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

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

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

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

TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	

Part 4.3 – Equipment Maintenance

1	Is a program established for equipment inspection, maintenance and testing?	X		Outlined in Potter Environmental's SOG Manual Section 36, SOG – 70 Maintenance. The program is managed through a computer based reminder and Excel tracking.	X		Viewed equipment compliance with, Hose Inspection B620, Level A suits, SCBA tested Monthly, list dated: 2016- 09-13.
2	Are records kept of inspection, testing and maintenance for at least three years for:						
2a	TEAP III TERSP Essential and Specialty Equipment List, where applicable?	X		All maintenance and inspection logs are kept on file. This was implemented in 2015	X		Examined maintenance and inspection record of transfer hose with certificate G735109 and Level A suit number 68567.
2b	Transportation equipment?	X		All maintenance and inspection logs are kept on file and are rotated out along with our financial records on a seven year cycle. This was implemented in 2015	X		Viewed records for trailer Unit 6255 dated: 2016-08-16. Reviewed completed ER trailer check list performed quarterly.

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

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

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

TEAP III TERSP Standard Assessment

Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	

Part 5 – Hazardous Waste and Hazardous Recyclable Materials

1	Does the TERSP have a permit or certificate to:					
1a	Transport hazardous waste and/or hazardous recyclable materials?	X		GFL Environmental's Waste Transportation license allows them to ship all classes of dangerous goods outlined in its capability chart. See C of A #A9135	X	Viewed certificate A9135 issued date: 2013-07-25.
1b	Receive to dispose or recycle hazardous waste and/or hazardous recyclable materials?	X		See C of A #A591104	X	Viewed certificate A591104 issued date: 2012-11-28.
2	Are any of the above performed by a sub-contractor?	X		Some capabilities are performed by third party sub-contractors. See GFL Environmental's C of A for the Pickering, ON location.	---	---

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

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

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

Transportation Emergency Response Service Provider (TERSP) Optional Information

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

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

		Yes	No	TERSP Comment
1	Does your company provide emergency response to marine HNS incidents in:			
1a	Deep sea operations?		X	There is no demand in our area of coverage.
1b	Coastal operations?	X		Contractor for ECRC for shoreline clean up. Specific training provided by ECRC. Contract exists between ECRC and GFL Environmental. In addition GFL Environmental has their own boat for coastal operations as well as a stock of 800 ft of boom.
1c	In port or while loading or unloading?	X		We offer spill cleanup while boats are loading or unloading
2	What marine geographic areas do you cover?	X		Lake Superior and inland water systems in Northwestern Ontario.
3	Do you have specialized documented procedures for marine HNS emergency response?	X		Specialized training and procedures have been implemented by ECRC. In addition training and procedures have been outlined for the operation of the boat for water response – found in the SOGs
4	Do you have boat(s) or other means for accessing vessels not at berth?	X		We have a 14 ft aluminum boat for coastal operations. We also have contracts with commercial operations for on the water operations. This includes various sized tugs and barges.

Commented [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 TEAP III Transportation Emergency Response Service Provider Standard training?			Team Leaders: Darren Myshok, Chris Winstl Non Team Leaders: A. Moddejonje
2a	Do you participate in TransCAER® outreach events?	X		Attend TransCaer events in the region.
2b	If yes, how? Provide list of dates and activities for the past two years.			Chris Winstl and Greg Whittaker attended a TransCaer event in Winnipeg 2014-07-25. Part in Chlorine Training
3a	Do you belong and participate in a trade association such as CERCA, CIAC, CACD, RAC and/or other (describe other)?	X		GFL Environmental participates in CERCA operating committee
3b	If yes, describe your involvement.			Darren Myshok is our current member of CERCA. He actively participates in meeting for CERCA once a year
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 [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.

Commented [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?		X	
5b	If yes, describe.			
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...	Office paper recycling, cardboard recycling, plastic and metal recycling.		

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	Gasoline UN 1203			2015-11-13	C. Winstl	Live product transfer railcar to railcar	Viewed exercise report.
4.1							
4.2							
4.3							
5.1							
5.2							
6.1							
6.2							
7							
8	Sulfur Acid UN1830	2015-11-25	D. Myshok			Facility neutralized and removed product	Viewed response report DM152215.
9							
Other							

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

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

Table data entered (yyyy-mm-dd) 2016- 04-06