

TEAP III TERSP Standard Assessment

Team Leader

Summary	
TERSP company assessed:	Ironhorse Response Inc. (IHR)
TERSP location:	235090 Wrangler Drive Rocky View AB, T1X 0K3
TERSP location's area of coverage:	Alberta, Eastern BC and Western Saskatchewan
Date (yyyy-mm-dd) assessed:	2015-08-18
Assessors:	Team Leader: Stephane Johnson Response center Manager ECRC Assessor: Randy Mak Operation Technician Dow
TERSP Representatives:	Max Thevenot, Chief Operations Officer Pat MacIsaac, Emergency Preparedness Manager
Opportunities for improvement:	Revised date for all document in the IHR binder should be in a complete format (yyyy-mm-dd)
Best practices for sharing:	
Recommendation for registration:	Approved by TEAP III Editorial Board: 2015-09-29 Next location assessment due: 2017-08

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Capability Chart

Contact Details	TDG Class	Mode of Transport			Means of Containment	Stabilization ¹ (X, S, O, SO)	Mitigation ² (X, S, O, SO)	Remarks and Examples
		M	RR	R				
Company name: Ironhorse Response Inc. Address: 235090 Wrangler Drive Rocky View AB T1X0K3 Office <ul style="list-style-type: none"> • Telephone: 403-217-2711 • FAX: 403-217-0233 • Website: www.ironhorse.ca 24-hour Activation <ul style="list-style-type: none"> • Telephone: 1-844-577-4766 Contact Position: Team Lead on call Regional coverage from this location: Alberta Is coverage outside this region available via this location? Eastern BC, and Western Saskatchewan Yes [X] No [] Date (yyyy-mm-dd): 2015-05-28 By Location Leader (name): Max Thevenot Position: Chief Operations Officer E-mail: mthevenot@ironhorse.ca	1							
	2.1							
	2.2							
	2.3							
	3		X	X	T/C, T/T, I/M, L/C S/C	X	X	Jet Fuel, UN 1863 Crude Oil UN 1267, Diesel Fuel UN 1202
	4.1		X	X	T/C, T/T, I/M, L/C S/C	X	X	Gasoline and Diesel contaminated solid UN 3175
	4.2							
	4.3							
	5.1		X	X	T/C, T/T, I/M, L/C S/C	X	X	Ammonium Nitrate UN2426
	5.2							
	6.1							
	6.2							
	7							
	8		X	X	T/C, T/T, I/M, L/C S/C	X	X	Phosphoric Acid UN1805 Sulphuric Acid UN1830, Wastes
	9		X	X	T/C, T/T, I/M, L/C S/C	X	X	Glycol, Canola oil
Other		X	X	T/C, T/T, I/M, L/C S/C	X	X		

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.

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).

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Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	

Part 1 – Management

1	Is there a statement of the TERSP's commitment addressing health, safety, and environment?	X		Outlined in Ironhorse's health and safety manual	X		Viewed Health and safety and environment policies dated 2015 Statement sign by the president and posted in the hallway
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		Assigned work flow is documented as per SOG	X		Viewed Safe Operation Guideline Page 231 dated 2015
3	Has the <i>TEAP III TERSP Standard Annual Update</i> been completed and submitted?		X	Initial Assessment	---	---	
4	Have you identified all legal requirements pertaining to your transportation emergency response business? For example: TDG, WHMIS, CSA, manufacturers' recommendations,...	X		Ironhorse meets and exceeds all legal requirements.	X		Viewed document: TDG dated 2015-03-16 WHMIS: Dated 2015-03-16 CVIP Dated:2015-06-04
5	Minimum insurance requirements:						
5a	Is the company in good standing with relevant federal, provincial, territorial workers' compensation authority?	X		Yes and can provide a clearance letter upon request	X		Viewed WCB dated certificate 2015-05-04
5b	Public Liability and Property Damage, \$5 million?	X		Yes can provide a letter upon request	X		Viewed certificate effective 2015-04-28

Comment [TEAP IIII5]: 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 IIII6]: 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 IIII7]: 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 IIII8]: 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 IIII9]: 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 IIII10]: TERSP: Have copy of policy available - Certificate of Insurance
Assessor: View certificate(s) and record date(s).

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Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
5c Environmental, \$5 million?	X		Yes can provide a letter upon request	X		Viewed certificate effective 2015-04-28
6 Is there a management system in place to notify affected clients of any change in capability and/or capacity?	X		Clients are notified by the manager whenever there is a change in capability or capacity.	X		Viewed SOG safe operation guideline Page 231 Dated 2015
7 If your company has previously had a TEAP III TERSP Standard Assessment, was the Draft Report retained and produced for this assessment?		X	Initial Assessment 2015	---	---	

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).

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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		1-844-577-4766 will link you to a call center. If the main call center is down there are 4 other Call center locations that are able to pick the call up.	X		Tested number on 2015-08-17 at 1900 hrs. Answering service obtained name, call back number and indicated that someone would call back. On Call Max Thevenot called at 19:28 hours (elapsed time 28 min.)
1b	Is there another 24-hour telephone number that can be used to activate a response?	X		403-919-0441 Operation Cell phone	---	---	
2	Is there a documented activation protocol (flowchart or other) for coordinators and response personnel in the event of an emergency?	X		Yes as per SOG	X		Viewed Activation protocol document, Standard operation guide page 104 dated 2015 Call out protocol list page 396/397
3	Does the TERSP use a form to record incident information?	X		Yes all safety forms are outlined in our safety manual and have an Incident Response Summary template in the manual as well	X		Viewed Standard operation guide, incident recorded form page 398/421 dated 2015
4	Which methods are used to access a current MSDS on a 24-hour basis:						
4a	Paper copy?		X	MSDS are produced by electronic sources when required	---	---	

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.

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Question	TERSP		TERSP Comment	Assessed		Assessor Comment	
	Yes	No		Yes	No		
4b	CANUTEC?	X		Team leads/members are trained in calling CANUTEC	X		Viewed training document involving CANUTEC dated 2015-08-14
4c	Shipper/manufacturer?	X		Customer will provide an SDS by email to IHR (Ironhorse Response)	X		Viewed shipper SDS
4d	CCOHS?		X	IHR doesn't use this method	---	---	
4e	Internet (state method and web sites)?	X		Weiser, Cameo, NIOSH Pocket Guide	X		Viewed Wisser / Cameo on team lead lap top
4f	Internal CD database?		X	IHR doesn't use this method	---	---	
4g	Other (state method)?		X		---	---	
5	Are there Standard Operating Guidelines for dealing with response to all products/classes/means of containment identified in the Capability Chart?	X		Yes as per SOG	X		Viewed Standard Operating guideline; Bounding and Grounding page 188, dated 2015 Flaring Page 161 Dated 2015 Decon Page 142 Dated 2015
6	Are response activities for incidents documented?	X		Yes with our Incident Response Summary Report	X		Viewed incident Report: #15-012-00 Team Lead P. MacIssac, dated 2015-04-15
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?	X		30-45 Mins	X		Viewed Incident report: dated 2015-04-23 under 25 min.

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.

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Question	TERS P		TERS P Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
7b	Outside regular business hours?		X	60-75 Mins	X	Viewed Incident report: 2015-02-14 Under 45 Min.
8	Evaluation and debrief of responses:					
8a	How do you choose which responses to debrief?		All Incidents are debriefed		X	Viewed incident report: #15-005-00 dated 2015-02-14
8b	Does the debrief identify gaps and corrective actions?		X	Yes as per SOG	X	Viewed incident report: # 15-005-00 Dated 2015-02-14 Viewed SOG after action reviewed binder.
8c	Describe how corrective actions are tracked to completion.		Corrective actions are assigned by the manager and followed up within an agreed amount of time. Process is managed by the COO		X	Viewed after action reviewed document Dated 2015-02-28
9	Is the TEAP III TERSP Standard Performance Feedback submitted to TEAP III?		X	Initial assessment	---	---
10	If you are listed in a client's ERAP, do you have a copy of the client's ERAP?		X	N/A	---	---
11	How do you track updates of your client's ERAP?		N/A		---	---
12	If you are listed in another TERSP client's ERAP, do you have a copy of that client's ERAP?		X	N/A	---	---

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).

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).

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	Yes	No		Yes	No	

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

1	Are current contact lists available for:					
1a	Response coordinators?	X		Yes located in IHR Contact List Binder	X	Viewed IHR Contact List Binder dated 2015-08-17
1b	Team Leaders and team members?	X		Responder list is updated as per SOG	X	Viewed Team Leaders and Team Members Contact List Binder dated: 2015-08-17
1c	Clients?	X		All client information is updated as per SOG	X	Viewed IHR Client Contact List Binder Dated: 2015-08-17
1d	Government agencies?	X		Yes located in IHR Contact List Binder	X	Viewed Government agencies Contact List Binder dated: 2015-07-15
2	Has a list of equipment resource services (e.g. vacuum trucks, heavy moving equipment) in TERSP response area been developed?	X		Yes a list is developed and contact information is added to the subcontractor contact list and updated as per SOG	X	Viewed equipment resource Contact List Binder dated: 2015-07-15
3a	Describe any personnel or unique equipment outsourced?	X		Client assets stored	X	Viewed CP Rail response trailers and are for the use of CP Rail as well as CP Rail mutual aid.
3b	If yes, does a written agreement exist:	X		Agreement with CP Rail	X	Viewed agreement dated 2015-02-09
4	Are written agreements established with other TERSPs for:					
4a	Coverage in your region?		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.

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Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	
4b		X				
4c		X		---	---	
5	Are these other TERSPs registered with TEAP III for:					
5a		X		---	---	
5b		X		---	---	
5c		X		---	---	

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Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	

Part 3.2 – Resources, Equipment and Materials

1	Is there equipment for communications between:					
1a	The Home Coordinator and the incident scene?	X		Cell phones, Landlines	X	Viewed Cell phone
1b	Personnel at the incident scene?	X		Cell phones, Satellite phone, Radios	X	Viewed Cell phone, Motorola Radio, Satellite 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		Meet and exceed minimum requirements	X	Viewed equipment that meets the TEAP III TERSP Standards requirement
2b	Specialty Equipment items at the location?		X	Ironhorse doesn't presently respond to classes that require specialty equipment	---	---
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		Yes		Viewed: Blackmer vane pump Stainless steel pump Nitrile coated pump
4	Are programs in place for ensuring equipment meets applicable Canadian certification and registration requirements?	X		Yes as per SOG	X	Viewed Maintenance list, operation guide manual Page 230 Dated 2015

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.

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Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	

Part 3.3 – Resources, Personnel

1	How many response personnel are trained to the <i>TEAP III TERSP Standard Training Matrix</i>:					
1a	TEAP III registered Team Leaders?	3	M. Thevenot, P. MacIsaac, R. Friesen	X		Viewed training record: M. Thevenot and P. MacIsaac
1b	TEAP III registered team members?	5	C. Bews, G. Mckay, B. Edlund, C. Ashley, R. Whyte,	X		Viewed training record: B. Edlund meet TERSP Standard Training Matrix
1c	Other Team Leaders?	0		---	---	
1d	Other team members?	10	See responder contact list	X		Viewed IHR training matrix dated 2015 meet TERSP Standard Training Matrix
2	Is there a fit for duty program?	X	As per SOG	X		Viewed fit for duty SOG dated 2015
3	Is there post-incident stress management program?	X	Yes 2 Team Leads are trained in Critical Incident Stress Management to the Advanced Level and have access to an outside CISM Team.	X		Viewed post-incident stress management SOG page 140 dated: 2015 Viewed training certificate: R. Friesen dated 2006-08 P. MacIsaac Certificate 1998-02

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.

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Question	TERSP		TERSP Comment	Assessed		Assessor Comment
	Yes	No		Yes	No	

Part 4.1 – Preparedness, Training

1	Is the training program established in accordance with the <i>TEAP III TERSP Standard Training Matrix</i> ?	X		Ironhorse's training matrix meets and exceeds the training required.	X		Viewed Training Matrix meet TERSP standard training matrix dated 2015-06-28
2	Is training conducted using specialty equipment?	X		CP Fire trailer specialized equipment to train with	X		Viewed Training record dated 2015-06-04
3	Is the training content documented for each module?	X		Yes individual training records are recorded for in house training and certificates are provided for outside courses	X		Viewed IHR Training module Decon, Product handling, PPE, Air Monitoring.
4	Are training records maintained for Team Leaders and team members for a minimum of three years?	X		Company has only been open for a year	X		Viewed SOG Page 231 dated 2015
5	If you respond to railway mode:						
5a	Is a railway dangerous goods response training course part of your training matrix?	X		Yes we had members attend tank car specialist training and advanced tank car specialist, as well Erail Safe	X		Viewed M. Thevenot advance tank car specialist certificate (SERTC)
5b	If yes, which TEAP III registered Team Leaders and team members have attended training?			M. Thevenot, P. Maclsaac, C. Bews, B. Edlund, G. Mckay, C. Ashley C. Foster J. Parker	X		Viewed C. Foster Tank Car Specialist certificate

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).

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).

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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		Yes as outlined in Ironhorse training matrix	X		Viewed site assessment and risk assessment SOG dated 2015
2	Are exercise activities documented?	X		Yes with individual training records and outlined in Ironhorse's training matrix	X		Viewed exercise report product transfer dated 2015-04-14
3	Evaluation and debrief of exercises:						
3a	How do you choose which exercises to debrief?	All exercises are debriefed as per SOG			X		Viewed debriefing section of exercise report
3b	Does the debrief identify gaps and corrective actions?	X		Yes as outlined in our SOG	X		Viewed corrective action item in the IHR after action reviewed binder
3c	Describe how corrective actions are tracked to completion.	Corrective actions are assigned by the manager and followed up within an agreed amount of time. Process is managed by the COO.			X		Viewed all corrective action in the IHR after action reviewed binder with completed date

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).

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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		Yes as per our SOG	X		Viewed equipment maintenance SOG page 230 dated 2015
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		IHR equipment held by Ironhorse tested every 2 weeks	X		Viewed inspection and Maintenance Log Dated 2015
2b	Transportation equipment?	X		All maintenance records are kept on file	X		Viewed inspection and Maintenance Log Dated 2015

Comment [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).

Comment [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).

Comment [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.

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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	We facilitate waste movements between third party providers	---	---	
1b	Receive to dispose or recycle hazardous waste and/or hazardous recyclable materials?	X		---	---	
2	Are any of the above performed by a sub-contractor?	X	All disposal and hauling is sub contracted out to a third party	X		Viewed IHR contact list on team lead cell phone

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	
1c	In port or while loading or unloading?		X	
2	What marine geographic areas do you cover?		X	
3	Do you have specialized documented procedures for marine HNS emergency response?		X	
4	Do you have boat(s) or other means for accessing vessels not at berth?		X	

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 TEAP III Transportation Emergency Response Service Provider Standard training?	X		Team Leaders have attended TEAP III training.
2a Do you participate in TransCAER® outreach events?	X		Most recently we attended the TRANSCAER event in Leduc
2b If yes, how? Provide list of dates and activities for the past two years.			
3a Do you belong and participate in a trade association such as CERCA, CIAC, CACD, RAC and/or other (describe other)?	X		Member in good standing with CERCA
3b If yes, describe your involvement.			Contractor level member
4a Do you belong or contribute to a local community enhancement program?		X	
4b If yes, describe your involvement. NOTE: Do not include donations to local hockey team-sweater purchase fund or the like.			Take clients equipment to showcase and perform training on for local emergency responders

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?		X	
5b	If yes, describe.			
6a	Do you have a “green initiative” in place?	X		
6b	<p>If so, describe.</p> <p>Examples are vehicle emissions reduction, idling program, office paper recycling, controlling ER activity emissions such as dry connects, purge techniques, controlling run off...</p>	Recycle all office waste		

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	Diesel UN 1202	2015-04-15	P. Maclsaac			Tank Car(1), Product Transfer, Grounding and Bonding, Clean and Purge	
	Petroleum Crude UN 1267	2015-02-15	M. Thevenot P.Maclsaac			Tank Car (2), Product Transfer, Grounding and Bonding, Clean and Purge	Viewed Response report dated 2015-02-15
	Gasoline UN 1203			2015-04-14	P. Maclsaac	Contained and mitigated spill with GP boom and over packing.	Viewed Exercise report dated 2015-04-14
4.1							
4.2							
4.3							
5.1	Ammonium Nitrate UN 2426	2015-04-23	M. Thevenot			Tank Car (4), Product Transfer, Grounding and Bonding, Clean and Purge	Viewed Response report dated 2015-04-23
5.2							
6.1							
6.2							
7							
8	Phosphoric Acid UN 1805	2014-12-29	M. Thevenot			Tank Car (4), Product Transfer, Grounding and Bonding, Clean and Purge	

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)

9							
Other	Fly Ash	Fly Ash	M. Thevenot			Prevent product from entering waterways, built over flow dam Containment	

Table data entered (2015-05-28)