Level 1 Risk and Safety Management Plan (RSMP) Technical Standards and Safety Act

Propane Storage and Handling Regulation

Customer Service: 1.877.682.8772 propanelicensing@tssa.org www.tssa.org

This Level 1 RSMP applies to: • a facility with a total propane storage car
• a facility with a fixed propane storage car
USWG of portable propane storage car

Failure to fully complete this form may result in rejection.

Making a false statement may result in a fine or prosecution

under the Technical Standards and Safety Act Licence Number 000275184 Check applicable type of propane operations. ✓ Cylinder Filling Plant Motor Fill Card/Keylock Submit along with this completed application a Facility Site Plan and a Map of the Surrounding Area.

SECTION A: GENERAL INFORMATION

	Company Name Total Forest Indu	stries LP			75897 8499 MC0001	
	Operator Name (if different from above)					
	Telephone No. 905-768-1123	Fax No. 905-768-1125	E-mail alindsay@tfiwood.ca			
В	Street No. Street Name / 911 Number / Address, if applicable 304 Concession 11 Walpole					
	Town / City or Town Hagersville	nship / County		Province ON	Postal Code NOA 1H0	
;	Mailing address if different from above. Street No. Street Name / 911 Number / Address, if applicable PO Box 1210					
	Town / City or Town Hagersville	ship / County		Province ON	Postal Code NOA 1H0	
ln O	formation on Co Location of facility Street No. 304		er / Address, if applicable	Nearest Major Inter-	section Haldimand Road 55	
	Town / City or Township / County		Province	Postal Code		
	Hagersville ON NOA 1H0 Name of Licence Holder					
	Total Forest Industries LP Name of a Senior Management person as defined in the regulation holding the Record Aaron Lindsay			ord of Training (ROT)	ROT type	
	Municipality (or municipalities if the facility or its hazard distance touches multiple borders) Haldimand County					
	Hours of operation.					

This document is valid until the next licence renewal date. You are required by law to notify TSSA of any change of information. Declaration: I am aware that it is an offence to give false information in this document and I hereby declare that the information I have given here is true and complete.

Print name	Signature	Date (dd-mmm-yyyy)
Name of Licence Holder Total Forest Industries LP		
Name of Senior Management person as defined in the	1/1/	1 01/Mar/20
Regulation holding the Record of Training Aaron Lindsay		



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Level 1 Risk and Safety Management Plan (RSMP) Technical Standards and Safety Act

Propane Storage and Handling Regulation

ndicate the year the facility was established. 1988	Indicate the year of any significant modifications, as defined in s.1, O.Reg 211/01, since establishment. None		
dentify the psig rating and serial number for	each fixed propane storage tank on site.		
PSIG	Serial Number		
Tank 1: 250	20081-13		
Tank 2:			
Tank3:			

Name of person completing this form (please print)	Official Title / Cg/s + ics /Plant Manager
Signature	Telephoyle No. Date (dd-ymmm-yyyy) 1017
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Level 1 Risk and Safety Management Plan (RSMP)

Technical Standards and Safety Act

Propane Storage and Handling Regulation

Customer Service: 1.877.682.8772 propanelicensing@tssa.org www.tssa.org

SECTION A: GENERAL INFORMATION (cont'd)

Activity Information

ENGLANDED CONTRACTOR	ane Supplier(s)	DW LE	For Off	fice Use - Party No.
Sparling's Proper	re Co. Ltd. NOW	Parkland Fo	el Corp	
Street No.	Street Name / 911 Number / Ac	dress, if applicable		
183	Industrial Boulevard			
Town / City or St. George	Township / Country		Province ON	Postal Code N0E 1N0
Telephone No.	Fax No.	Contact Name		
1-866-517-1714	519-448-3450	Tim Wolfe		
E-mail				
Name of Propa	ne Transporter. If same as abo	ve, please check box.	For Off	fice Use - Party No.
Street No.	Street Name / 911 Number / Ad	ddress, if applicable		
Town / City or	Township / Country		Province	Postal Code
Telephone No.	Fax No.	Contact Name		
E-mail				
			F 04	Footlan Doth No.
Off-site Cylinde N/A	er and/or Mobile Storage	Capacity stor	ed off-site, in USWG	lice Use - Party No.
Street No.	Street Name / 911 Number / Ad	dress, if applicable		
	Township / Country		Province	Postal Code
Town / City or	, ,			

Name of person, empleting this form (please print)	Official Title Cogistics Mant Manager
Signature	Telephone No. 905 768 1/23 01/Mar/2017
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Level 1 Risk and Safety Management Plan (RSMP) Technical Standards and Safety Act Propane Storage and Handling Regulation

SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN

The licence holder will complete Section B in consultation with the local Fire Services.

Description of the maximum volume, types and storage location of other hazardous materials on site, if any. There is a 2200 L capacity AST on the north side of building 1 containing coloured diesel fuel. There is an oxy-acetylene torch cast that is used in various
places in the plant. A fully contained 12,500 gal. storage tank for alkaline copper quaternary (ACQ) used in wood preservation operation is located inside the
main plant.
Description of fire and emergency equipment indicated on facility site map.
There is a fire extinguisher located adjacent to the propane dispenser. Also, more than 20 extinguishers are strategically located throughout the plant plus a
fully functional wet sprinkler system in the main plant.
List of fire protection controls (e.g., fire detection systems, fire notification systems, alarm systems, automatic shut off devices, fusible links, etc.) and describe their function, use and operation.
The internal safety control valve in the tank outlet is protected with a fusible link. The normally closed valve is pulled open by a cable attached to a lever that
can only be in the open position when the cabinet door if open. In the event of a fire the fusible link will melt allowing the ICS valve to close within the tank.
When not in use the level is returned to the closed position in order to close the cabinet door, thus closing.
Maintenance and testing schedule for fire protection controls and devices. The facility is inspected on a monthly basis by the license holder. The operation of the ECO function and the ISC valve/movement and a visual inspection of
the condition of the fire extinguishers are part of the monthly inspection. Any deficiencies found in the propane system are reported to Sparling's Propane for
immediate attention. Sparling's Propane conducts an annual inspection of the entire propane facility.
Note: there is a switch adjacent to the dispenser that terminates power to the propane solenoid valve and pump.

Name of person completing this form (please print)	Official Title	Plan + Manager
Signature	905 768 112	3 Date (dd-mmm-yyyy) 3 Oll Mar/2017
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Technical Standards and Safety Authority 345 Carlingview Drive Toronto, Ontario M9W 6N9 Tel: 416.734.3300 Fax: 416.231.4078 Customer Service: 1.877.682.8772

Level 1 Risk and Safety Management Plan (RSMP)

Technical Standards and Safety Act

Propane Storage and Handling Regulation

propanelicensing@tssa.org
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SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)

1. Contacts for Emergency Response

1. Facility Contact Personnel - Ke		J	5. Facility 24-Hour Conta		
Name Aaron Lindsay	For	Office Use - Party No.	Name JAMES VA	For Office Use - Party No.	
Official Title Logistics Manager			Fraction [1]	aintenance DAnager	
Telephone No. Fax No. 905-768-1123 905-768-1125			399.909 949	1 905 768 1125	
E-mail alindsay@tfiwood.ca			Iti-, ham, Iton @ wahoo. com		
Role and responsibilities in emergence	y		Role and responsibilities in		
Main Contact and coordinator			Contact		
			6. Name of Facility Manag	er	
Name JAMES XAMI	HON For	Office Use - Party No.	Name Paron Lindsay For Office Use - Party No.		
Official Title	TENANC	e Manaca	Official Title Stics /	lant Manager	
Telephone No. 8 4324	765 168	3/125	Telephoto No 68 //	23 Fax Nos - 7-68-1125	
E-mail · ham /hm/(7 mm	10-	E-mail a lind Car	10 +fiwood.ca	
Role and responsibilities in emergency	yes w	.com	Role and responsibilities in	emergency	
(1) 1-101	1	L	11	act and Coordinato	
Contact (a)	oordin	afor	Main CONA		
3. Local Fire Services - Key Conta		Office Use - Party No.	7. Propane Supplier Key C	For Office Use - Party No.	
Name Al Gee	For	Office Use - Party No.	Name Tim Wolfe	For Office Use - Party No.	
Official Title Fire Prevention Officer	E-mail agee@haldima	andcounty.on.ca	Official Title Branch Manager	E-mail	
Telephone No. 905-318-5932 ext. 6242	Fax No.		Telephone No. 1-866-517-1714	Fax No. 519-448-3450	
Role and responsibilities in emergenc Emergency Plan/RSMP Guidance	У		Role and responsibilities in e	emergency	
Fire Services Address			Propane Supplier Address		
11 Thorburn St. S., Cayuga, ON N0A 1E)		183 Industrial Bivd., St. George, ON N0E 1N0		
4. Local Fire Services - Alternate C	Contact		8. Municipal Contact		
Name	For	Office Use - Party No.	Name A.J. Thellefsen	For Office Use - Party No.	
Official Title	E-mail		Official Title Building Inspector, Halidmand	County	
Telephone No.	Fax No.		Telephone No. 905-318-5932	Fax No. 905-768-7328	
Role and responsibilities in emergence	у		E-mail	OUD TOUR TOLD	
Fire Services Address			Municipality Name and Addr	999	
THE GOLVINGS AUGIESS					
			A,10-11		
			ce to give false information on I have given here is true a		
Name of person completing this form			Official Title	. // /	
Haron Ci	ndsar	1	Loans	Fres/Plant Manages	
Signature	2		Telephone No.	Date (dd-mmm-yyyy)	
			405-17	0 1/6 01/mar/co	



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propanelicensing@tssa.org www.tssa.org

Level 1 Risk and Safety Management Plan (RSMP) Technical Standards and Safety Act Propane Storage and Handling Regulation

SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)

2. Additional Safety Measures

Describe any other measures in place at the facility that exceed the minimum Code and Standards requirements.

Name of person completing this form (please print)	Official Title Logistycs Mant Manager
Signature	Telephople No. Date (dommmy-yyyy)
FS 09195 (01)177 Page 6 of 15	703 - 708 /12) 01/1012/2019



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Level 1 Risk and Safety Management Plan (RSMP)

Technical Standards and Safety Act

Propane Storage and Handling Regulation

SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)

3. Record of Emergency Training Provided - For most recent 12-month period.

Training on Emergency Res	ponse Plan and Procedures provided to facility key contacts.
Training Date (dd-mmg/-yyyy)	Print Name of Training Provider: Total Forest Lodges tries LI
13/04/2016	Print Name of Instructor: JAMES NAMI HOW, SEAN Roth, Quin Cook
Training Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training on the facility's Eme	ergency Management Procedures provided to staff.
Training Date (dd-mmm-yyyy)	Print Name of Training Provider: Intal Forest Industries LP
13/04/2016	Print Name of Instructor: JAMES NAMI HON SEAN Roth Quing Cook
Training Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
On-site specific training prov	vided to certificate holders / persons with Records of Training.
Training Date (dd-mr/m-yyyy)	Print Name of Training Provider: To tal Forest Lodges tries &
13/04/2016	Print Name of Instructor: JAMES VAMI HOW SEAN Roth Guinn Cak
Training Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

Name of person completing this form (please print)	Official Title
Haron Lindsay	Logistres/Plant Manager
Signature	Telephone No. Date (dd-ymm-yyyy) / 19017
	905- tos-1165 01/Mar/ 4
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Level 1 Risk and Safety Management Plan (RSMP) Technical Standards and Safety Act

Propane Storage and Handling Regulation

SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)

4. Emergency Training Plan for Coming Year

Training on Emergency Res	sponse Plan and Procedures provided to facility key contacts.
Target Date (dd-mmm-yyyy)	Print Name of Training Provider: Total Forest Industries LT
05/04/2019	Print Name of Instructor James Warm How SEAN Roth Quinn Cook
Target Date (dd-gmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Target Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training on the facility's Em	ergency Management Procedures provided to staff.
Target Date (dd-mmm-yryy)	Print Name of Training Provider: 10 tal Forest Industries 2
05/04/2017	Print Name of Instructor James Wami How SEAN Roth Course Cook
Target Date (commm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Target Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
On-site specific training pro	vided to certificate holders / persons with Records of Training.
Target Date (dd-mmm/yyyy)	Print Name of Training Provider: Total Forest Lindustries
05/04/2017	Print Name of Instructor: JAMES WAMI HON SEAN ROTH, Quinn Cook
Target Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Target Date (dd-mmm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

Declaration: I am aware that it is an offence to give false information in this document and

Name of person completing this form (please print)	Official Title
Haron Lindsay	Cognistics/Plant Manager
Signature	Telephone No. Date (dd-mynm-yyyy)
	905-168-1123 01/Mar/2017
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Technical Standards and Safety Act Propane Storage and Handling Regulation

Level 1 Risk and Safety Management Plan (RSMP)

SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)

The licence holder will complete Section B in consultation with the local Fire Services.

5. Emergency Response Communications Plan

Warnings and Actions	
	en the warning will be given (including public notification as appropriate).
	ion and respond by calling 911 and notifying all occupants of the plant.
The TFI Fire and Spill Plan is not be followed.	
Describe what action is to be taken and by whom when a warr	ning is issued (including details of a meeting place in a safe identified area and
activating the evacuation plan, if necessary). The procedures in the fire and spill plan are to be followed. The mus	ster station is located on the east side of Building #2 adjacent to the main plant (Building#
See reference in the attached site plan.	
Communication with Emergency Response Authorities	
Describe when and how the licence holder will give early warn	ing to emergency response authorities (including a process to ensure that a call is
placed to 911). Any employee who recognizes an emergency situation is trained an	nd authorized to call 911. A key contact will verify that a call was made.
Describe provisions for fire department entry when there are r	no apprehings as staffing at the propaga site
The Haldimand County Fire Department has a key for the gate but the	
Describe how the licence holder will ensure continual flow of up	
A key contact will assume the responsibility for providing information	n to emergency response personnel.
How long will it take the facility liaison person to respond to Five (5) minutes.	to the site.

Name of person completing this form (please print)	Official Title	DI I Manage
Signature Havon LundSay	felephone No.	Plant (dunger) Date (dg-mgmg-yyyy)
FS 09195 (01/17) Page 9 of 15	905-468-	1125 OffMar/2017



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round access if there are no hydrants? (distance in metres only)

Level 1 Risk and Safety Management Plan (RSMP) Technical Standards and Safety Act

Propane Storage and Handling Regulation

www.tssa.org SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd) $The\ licence\ holder\ will\ complete\ Section\ B\ in\ consultation\ with\ the\ local\ Fire\ Services.$ 6. Building and Site Security and Procedures Yes No Does the propane location have controlled access to limit unnecessary risk and entry (lock out procedures)? Is there adequate night lighting at the site? Are procedures in place that ensure access routes, aisles, storage area, filling areas and the grounds are kept clear from unwanted materials? Are there procedures that capture and record the daily inspection of hoses and inspection requirements for filling systems and mechanical devices used in the transfer of propane? Does the facility have procedures that include a process to isolate and purge any overfilled propane cylinders? Are weighing systems validated for accuracy? Are storage areas clearly marked with the vessels' capacity status (i.e., filled, empty, purged and other hazardous materials)? Are quality assurance procedures in place to ensure that all valves are closed after the propane cylinders are filled?(e.g., QCC valves) Is the schedule of maintenance and testing activities retained on site? 7. Water Supply The propanelicence holder should work with the local fire department to determine water supply capabilities that are available based on the propane facility's location. Yes No Is a pressurized water system available at the propane facility site? Can the municipal fire department pump 375 GPM (1420 LPM) of water at this location? What is the unobstructed distance to the closest water supply that could be used for 28 m (hydrant) firefighting activities? (distance in metres only) What is the unobstructed distance to the closest approved water supply with year

Name of person completing this form (please grint)	Official Title logistics Plant Manager	~
Signature	905-768-1123 01/Way/2017	2
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Level 1 Risk and Safety Management Plan (RSMP) Technical Standards and Safety Act Propane Storage and Handling Regulation

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SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN (cont'd)

The licence holder will complete Section Bin consultation with the local Fire Services.

8. Licence holder and l	local Fire Services Review	
To be completed by the Local Fire Services Has the local fire service had an opportunity to review the Emergency I If not, please explain (e.g., no fire services).	Response and Preparedness Plan?	Yes No
Thot, piease explain (e.g., no in e corridos).		
Fire services comments, if any:		
To be completed by the Licence Holder in response to the above comments, the following action(s) is required:		
The licence holder will respond to the Local Fire Services comments	s by:	пт-уууу)
LOCAL FIR	E SERVICES	
The undersigned has reviewed Section B of the Risk and Safety N		
HALD IMAND COUNTY EMIELLENCY Local Fire Services Name	Signature ///	Date (dd-mmm-yyyy) 06/03/2017
	RODGER HILL	06/03/2017 -BETING CHIEF
Declaration: I am aware that it is an offence I hereby declare that the information	to give false information in this docum I have given here is true and complete.	ent and
Name of person ampleting this form (blease print)	Official Title Log /S Fres //	Pant Managet
Signature	905-718-/	123 01/Mor/2014



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Technical Standards and Safety Act

Propane Storage and Handling Regulation

SECTION C: SUBMISSIONS

Applicant must include a Facility Site Plan and Map of Surrounding Area

Facility Site Plan.

The licence holder will submit a copy of the original facility site plan updated with the following information:

- 1. The storage location of fixed, portable, and mobile vessels.
- 2. The maximum volume, types and storage location of hazardous materials.
- 3. Location of permanent structures on site.

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- 4. Access and egress points and location of barriers.
- Location of fire and emergency equipment (e.g., sprinkler systems, extinguishers, suppression systems) on site and location of fire hydrant or water supply where available.
- 6. Location of emergency shut off/shut down switches/valves.

Map of Surrounding Area.

The licence holder will submit a scaled aerial map of the surrounding area showing the following information:

- 7. The capacity and placement of the single largest propane storage vessel, including its setback from the front, rear and side property lines.
- 8. GPS co-ordinates of the single largest vessel.
- 9. Visual indication of the single largest fixed vessel and a circle made using the distance in Table 1 as the radius from the single largest fixed vessel.
- 10. Clear indication of the municipality or municipalities present within the circle.
- 11. Visual indication of property line information.
- 12. The location and name of roads within or abutting the site.
- 13. Key note to the drawing indicating the facility's municipal address, municipal lot number(s) and concession lines as applicable, and the date the map was prepared.
- 14. Address and contact information for each municipality (municipal clerk or secretary-treasurers of planning board). (Refer to page 5.)
- 15. Complete "Required Mapping Information from Updated Site Plan" in table below .

Required Mapping Information from Updated Site Plan

Date map prepared (dd-mmm-yyyy) 18-Oct-2016			Capacity of single largest propane storage vessel (USWG) 1000 USWG				
Tank setback coordinates. Indicate place Front: 215 m		ent on the map.	Right side property line:	161 m			
	8.53 m		Left side property line:	59 m			
GPS coordinates of single I	argest vessel:	42.55.795 N x	0.80.07.617 W				

Name of person completing this form (please print)	Official Title Logis Fres	Plant N	larger
Signature	Telephone No.	123 Ol/W	Mar /2017
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Technical Standards and Safety Act

Propane Storage and Handling Regulation

SECTION C: SUBMISSIONS (cont'd)

Applicant must include a Facility Site Plan and Map of Surrounding Area

Table 1: Distance Table

Water Capacity (litres)	Nominal Water Capacity (USWG)	Distance to 1 psi overpressure (m)
1,890	500	155
3,780	1,000	195
4,920	1,300	213
6,620	1,750	235
7,130	1,885	241
7,560	2,000	246
18.900	5,000	333

Formula:

 $D= 16.94 \times (1.524 \times C)^{1/3}$

D = Distance to overpressure of 1 psi (meters)

C= Tank Total Capacity in USWG

Parameters:

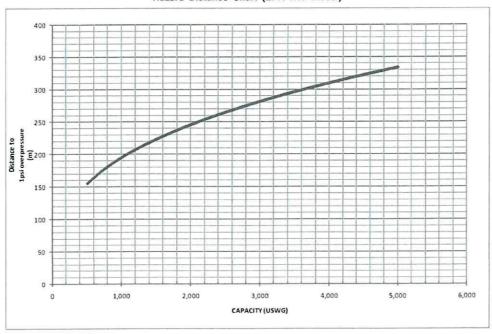
Density of Propane is 0.5033 kg per litre @ 15 C

Assume all vessels are 80% full

1 gallon [US, liquid] = 0.003785411784 cubic meter

1 cubic metre = 264.17 USWG

Hazard Distance Chart (EPA-TNT model)





Level 1 Risk and Safety Management Plan (RSMP)

Technical Standards and Safety Act

Propane Storage and Handling Regulation

Customer Service: 1.877.682.8772 propanelicensing@tssa.org www.tssa.org

SECTION C: SUBMISSIONS (cont'd)

Applicant must include a Facility Site Plan and Map of Surrounding Area

As an accompaniment to the Map of Surrounding Area, provide the following information about buildings and features present within the circle in Table 2.

Table 2: Buildings and Features

Buildings and Features Present within the Circle on the Map of the Surrounding Area AND Name and Address of Closest Building or Feature			Number of Buildings and Features (mark with an "X")		
Industrial buildings or parks or golf courses			X		14.3 m
Residential building units specifically permanent single family dwellings, condominiums, and apartments. Name: Address: City: Province Postal Code					m
Commercial building units specifically retail, restaurants, entertainment, theatres, and sporting complexes. Name: Address: City: Province Postal Code					m
Commercial building units – continuous occupancy specifically hotels, campgrounds, and resorts. Name: Address: City: Province Postal Code				(E)	m
Sensitive institutions specifically hospitals, schools and day cares, nursing and retirement homes, mental health institutions, and prisons. Name: Address: City: Province Postal Code					m
Emergency responders specifically fire stations, ambulance stations, and police stations. Name: Address: City: Province Postal Code					m

	on I have given here is true and complete,
Name of person completing this form (please print)	Official Title Logistics/Plant Manager
Signature	Telephone No. 123 Date (dd-mmm-yyyy) 2017
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^{*} For multi-unit buildings, count each unit as "1".



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Level 1 Risk and Safety Management Plan (RSMP) Technical Standards and Safety Act Propane Storage and Handling Regulation

WORKSHEET

Portable Storage Additional Information Worksheet

Cylinder Size	Capacity in USWG	Quantity	Total Volume in USWG
# 420	123.9		
#100	29.5		
# 40	11.75		
# 33.3	9.62		
# 30	8.8		
# 20	5.8		
# 10	2.9		
# 5	1.5		

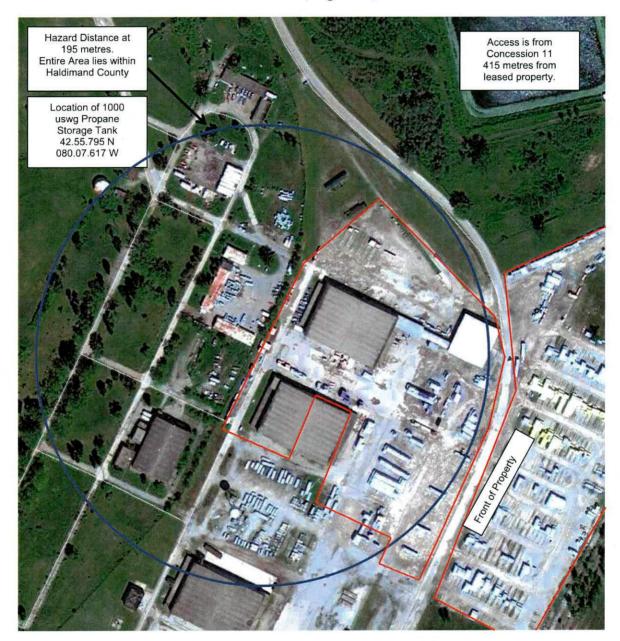
Tanks Stored On-site Not Connected for Use

Tank Size In USWG	Quantity	Total Volume in USWG
Tank Capacity		1

Total Cylinder Capacity	
Total Tank Capacity	
Total Portable Capacity (Total Cylinder Capacity + Total Tank Capacity)	

AERIAL MAP of TOTAL FOREST INDUSTRIES LP

304 Concession 11, Hagersville, Ontario



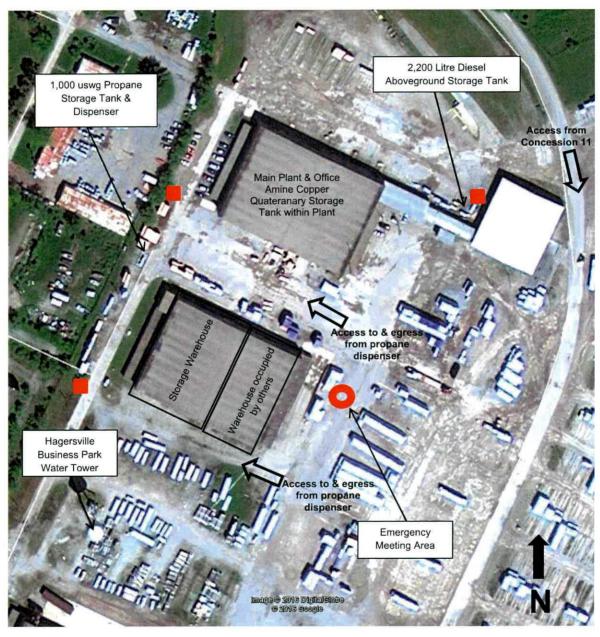
Note: The subject property is a sub-divided leased portion (two divided areas with the private access road splitting the lot) of the Hagersville Business Park and as such does not abut municipal roadway. The property is accessed from Concession 11 as shown. For the purpose of tank setbacks consider the private roadway as the front of the property.

Facility Address:	304 Concession 11, Hagersville, Ontario
Date Map Prepared:	October 18, 2016

Total Forest Industries LP

Updated Site Plan

(Including Additional Criteria for Level 1 RSMP)



Fire Hydrants (3)

Updated Site Plan created October 18,2016