

Tier 2
ORC-2PR_810-P-03
Revision Original
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# Environmental Management System

## Procedural Documentation **TDG & Fuel Handling**

### 1.0 Purpose:

To provide consistent instruction on the requirements for the Transportation and Storage of Dangerous Goods (TDG). This Standard Operating Procedure (SOP) will assist in providing a consistent method of transporting and storing fuel and propane to prevent spills or ruptures.

### 2.0 Scope:

This procedure applies to employees and contractors, who handle, transport and/or store dangerous goods (i.e. stationary, mobile tanks and containers) and propane at forestry operations.

### 3.0 Responsibilities:

- 3.1 ORC Operations Forester or Designates
- 3.2 ORC Silviculture Forester or Designates
- 3.3 All Contractors and Sub-Contractors for ORC and OLL
- 3.4 Overlapping License Holder or Designates (OLL)

### 4.0 Procedure

*All Contractors, Overlapping Licensees and ORC Staff* are responsible for taking all reasonable steps to handle and transport dangerous goods in accordance with the following procedures.

#### **Legal Requirements Pertaining to the Transportation of Dangerous Goods**

1. A *Transportation of Dangerous Goods (TDG) Certificate* is a legal requirement for workers engaged in the transportation of potentially dangerous goods and materials in excess of 2,000 liters or 5 cylinders of compressed gas. This certificate must be renewed every 3 years.
2. All regulated dangerous goods must have a shipping document accompany them when they are being transported, regardless of the amount of material being transported (although some exemptions exist - refer to Fuel Handling Code).
3. All dangerous goods must be clearly marked with the appropriate safety marks.
4. All containers of dangerous goods must be safely secured to the vehicle or other means of transport.

#### **Fuel Handling and Storage**

1. All fuel tanks must conform to approved design standards for such containers. Fuel tanks must meet all legal and policy requirements, be properly secured, display appropriate safety markings and labels, and be adequately protected from impact.

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2. During refuelling, the gas hose nozzle must never be left unattended. A complete serviceable spill kit and a serviceable fire extinguisher must be immediately available, with a minimum rating of 4A:60B:C must be readily available during refueling.
3. During transportation, fueling and/or handling of Dangerous Goods (fuel, waste oil), a spill containment kit appropriate to the size to contain the spill must be present in the vehicle or trailer.
4. Refuelling and fuel storage must be more than 100 metres away from any body of water.
5. Smoking is not permitted or sources of ignition <3meters away while refuelling or in fuel storage areas.
6. Fuel tanks should never be filled over 95% of their maximum capacity
7. Fuel hose nozzles must be stored safely, above the level of stored fuel whenever possible and have automatic shut-offs and fuel tags.
8. Fuel trailers must be chocked and blocked.
9. Refuelling systems and their components (i.e. tank, pump, hose, nozzle, fittings, etc.) must be inspected regularly to ensure that parts are in good condition.
10. No gravity-feed systems
11. All spills are to be reported and cleaned up, as per spill procedures

### **Mobile Fuel Tank Requirements**

1. Placards (e.g.1202/1203) identifying flammable fuels, must be clearly visible and legible. Small tanks, holding less than 450 litres, must display at least 1 placard on the outside of the vehicle. Large tanks, holding over 450 litres, must display 4 placards, at least 1 of which is on the outside of the vehicle.
2. Tank identification plates must be clearly visible and legible.
3. All fuel tanks carrying gasoline and fuel tanks carrying more than 450 litres of diesel fuel must be inspected at least once every 5 years. A valid *Record of Retest/Inspection* must be visible and legible.

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4. Fuel nozzles must be appropriately colour-tagged to identify diesel fuel. As with stationary fuel containers, fuel hose nozzles must be stored safely, above the level of stored fuel, and fuel tanks should never be filled over 95% of their maximum capacity.
5. All fuel tanks must be secured to the vehicle or other mode of transport and straps must be capable of restraining the weight of a full tank in motion on rough roads.
6. Safety stickers on, no smoking, dyed diesel/coloured fuel.

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### References

Document / Form	I.D.#

### Revisions

#	Purpose	Prepared by	Approved by	Date
N/A	Original version	EMS Team	Chantal Alkins Certification Coordinator	November 23, 2016
A	Updated Fuel Handling and Storage	Scott Russell Health and Safety Coordinator	Chantel Alkins Certification Coordinator	January 24, 2017
B				
C				
D				
E				