



Technical Standards and Safety Authority
 www.tssa.org
 14th Floor - Centre Tower
 3300 Bloor Street West
 Toronto Ontario M8X 2X4
 Fax: 416.231.4903
 Customer Service: 1.877.682.8772

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

This Level 1 RSMP applies to:

- a facility with a total propane storage capacity of 5,000 USWG or less; or
- a facility with a fixed propane storage capacity of exactly 5,000 USWG and no more than 500 USWG of portable propane storage capacity on site.

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 N/A - New Facility

Check applicable type of propane operations.

Cylinder Motor Fill Filling Plant Card Keylock

Submit along with this completed application a Facility Site Plan and a Map of the Surrounding Area.



SECTION A: GENERAL INFORMATION

The Undersigned applies to TSSA for a review for an RSMP under Ontario's *Technical Standards and Safety Act*, Propane Storage and Handling Regulation.

Company Name Canpar Transport LP Ontario Corporation No., if applicable

Operator Name (if different from above)
Canpar - Concord Terminal

Telephone No. 416-869-0317 Fax No. 416-869-3846 E-mail rweicht@canpar.com

Street No. 201 Street Name / 911 Number / Address, if applicable Westcreek Blvd.

Town / City or Township / County Brampton Province Ontario Postal Code L6T 5T7

Mailing address if different from above.

Street No. 205 Street Name / 911 Number / Address, if applicable New Toronto Street

Town / City or Township / County Toronto Province Ontario Postal Code MBV 0A1168

Information on Container Refill Centre or Filling Plant

Location of facility.

Street No. 473 Street Name / 911 Number / Address, if applicable Basaltic Road Nearest Major Intersection Keele St and Rutherford Rd

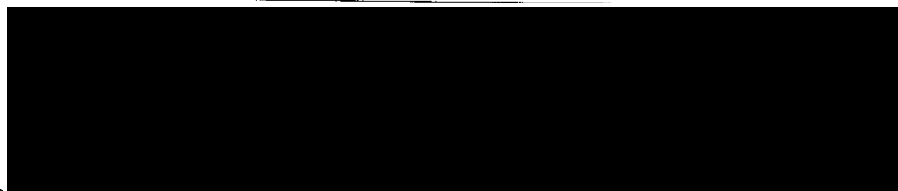
Town / City or Township / County City of Vaughan Province Ontario Postal Code L4K 4W8

Name of Licence Holder Canpar Transport LP

Name of a Senior Management person as defined in the regulation holding the Record of Training (ROT). Roland Weicht ROT type 400-04 and 100-02

Municipality (or municipalities if the facility or its hazard distance touches multiple borders)
City of Vaughan

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.

Name of Licence Holder <u>Canpar Transport LP</u>	Print name	Signature <u>R. Weicht</u>	Date (dd-mm-yyyy) <u>June 2/12</u>
Name of Senior Management person as defined in the Regulation holding the Record of Training <u>Roland Weicht</u>			



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SECTION A: GENERAL INFORMATION (cont'd)

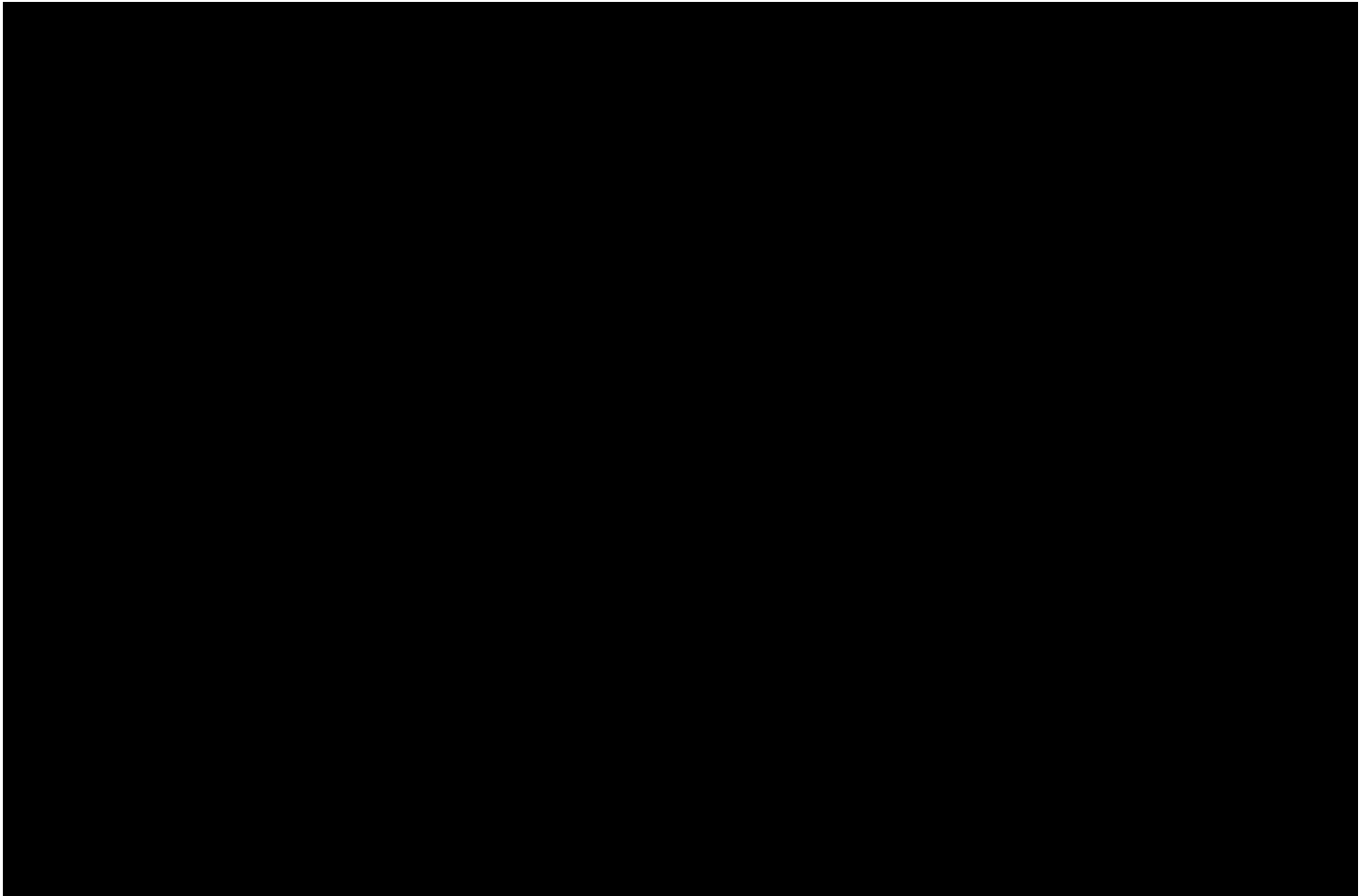
Indicate the year the facility was established. Indicate the year of any significant modifications, as defined in s.1, O.Reg 211/01, since establishment.
N/A - Not Yet Built N/A

Identify the psig rating and serial number for each fixed propane storage tank on site.

	PSIG	Serial Number
Tank1:	250	839-98
Tank2:	_____	_____
Tank3:	_____	_____

Enter capacity of propane in USWG, fixed, portable, and mobile, and provide detailed inventory that includes the number of tank/vessel for each type (fixed, portable, and mobile) and the capacity of each tank/vessel, on a separate document.

Fixed: 2,000 USWG Portable: 0 USWG Mobile: 0 USWG



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Name of person completing this form (please print) Roland Weicht	Official Title Regional Manager
Signature <i>R. Weicht</i>	Telephone No. 416-869-0317
	Date (dd/mm/yyyy) <i>2 July 13</i>



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SECTION A: GENERAL INFORMATION (cont'd)

Activity Information

Name of Propane Supplier(s) EDPRO Energy Group Inc.		For Office Use - Party No.	
Street No. 5	Street Name / 911 Number / Address, if applicable Cuddy Blvd.		
Town / City or Township / Country London		Province Ontario	Postal Code N5V 3Y3
Telephone No. 519-690-0000	Fax No. 519-690-1948	Contact Name Joe Erskine	
E-mail jerskine@edproenergy.com			

Name of Propane Transporter. If same as above, please check box. <input checked="" type="checkbox"/>		For Office Use - Party No.	
EDPRO Energy Group Inc.			
Street No. 5	Street Name / 911 Number / Address, if applicable Cuddy Blvd.		
Town / City or Township / Country London		Province Ontario	Postal Code N5V 3Y3
Telephone No. 519-690-0000	Fax No. 519-690-1948	Contact Name Joe Erskine	
E-mail jerskine@edproenergy.com			

Off-site Cylinder and/or Mobile Storage None	Capacity stored off-site, in USWG	For Office Use - Party No.	
Street No. / Street Name / 911 Number / Address, if applicable			
Town / City or Township / Country		Province	Postal Code
Telephone No.	Fax No.	Contact Name	

Note: Customer storage is not considered off-site storage.

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Name of person completing this form (please print) Roland Weicht	Official Title Regional Manager	
Signature 	Telephone No. 416-869-0317	Date (dd-mm-yyyy) 02/07/13



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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.
None; other than consumer quantities of items such as spray paint, cleaners, etc.

Description of fire and emergency equipment indicated on facility site map.

Fire extinguisher - 20lb A,B,C

Fire Hydrant - City

Emergency shut-off

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.

Internal Safety Control (ISC) valves are equipped with nitrogen charged actuators

Fusible plug on nitrogen holding open ISC valve causes liquid outlet to automatically close in event of fire

Normally closed solenoid valves on automotive fill meter before hose closes by emergency shut-off or when not in use

Maintenance and testing schedule for fire protection controls and devices.

Fire extinguisher is inspected by outside company annually

Fire extinguisher inspected in-house monthly

Comprehensive dispenser inspection conducted annually by G2-LP certificate holder or higher

Facility inspection by TSSA completed annually

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

1. Contacts for Emergency Response

1. Facility Contact Personnel - Key Contact

Name: Roland Weicht
For Office Use - Party No.:
Official Title: Regional Manager, Ontario NE
Telephone No.: 416-869-0317
Fax No.: 416-869-3846
E-mail: rweicht@canpar.com
Role and responsibilities in emergency: Represent licence holder/operator on interaction with authorities. Ensure regulations are met.

5. Facility 24-Hour Contact Person

Name: Karl Killingbeck
For Office Use - Party No.:
Official Title: Terminal Manager - Concord
Cell No.: 416-254-1689
Fax No.: 905-303-7696
E-mail: kkilllingbeck@canpar.com
Role and responsibilities in emergency: Site liaison for enacting internal and external emergency procedures. Communication with emergency responders, supplier and subcontractors.

2. Facility Contact Personnel - Alternate Contact

Name: Marcel Carter
For Office Use - Party No.:
Official Title: Driver Supervisor - Concord
Telephone No.: 416-735-7238
Fax No.: 905-303-7696
E-mail: mcarter@canpar.com
Role and responsibilities in emergency: Same as Key Contact and/or Facility 24 Hr Contact if other unavailable.

6. Name of Facility Manager

Name: Karl Killingbeck
For Office Use - Party No.:
Official Title: Terminal Manager - Concord
Telephone No.: 905-303-7725
Fax No.: 905-303-7696
E-mail: kkilllingbeck@canpar.com
Role and responsibilities in emergency: Ensure approved procedures are followed. Ensure internal emergency procedures are current and employees aware.

3. Local Fire Services - Key Contact

Name: Larry Bentley
For Office Use - Party No.:
Official Title: Fire Chief - City of Vaughan
Telephone No.: 905-832-8585 Ext 6301
Fax No.: 905-832-8593
E-mail: larry.bentley@vaughan.ca
Role and responsibilities in emergency: Review and provide guidance on fire safety, emergency response and preparedness. Interface for invitation to conduct annual site review.

7. Propane Supplier Key Contact Person

Name: Joe Erskine
For Office Use - Party No.:
Official Title: CEO of EDPRO Energy Group Inc.
Telephone No.: 519-690-0000
Fax No.: 519-690-1948
E-mail: jerskine@edproenergy.com
Role and responsibilities in emergency: Technical assistance; dispatch of service technician and specialized equipment. Activate Emergency Response Assistance Plan by LPGERC.

4. Local Fire Services - Alternate Contact

Name: Gary Fraser
For Office Use - Party No.:
Official Title: Deputy Fire Chief
Telephone No.: 905-832-8585 Ext 6307
Fax No.: 905-832-8593
E-mail: gary.fraser@vaughan.ca
Role and responsibilities in emergency: Same as Fire Services - Key Contact if other unavailable.

8. Municipal Contact

Name: Leo Grellette
For Office Use - Party No.:
Official Title: Director of Building Standards - City of Vaughan
Telephone No.: 905-832-8510
Fax No.: 905-832-8558
E-mail: leo.grellette@vaughan.ca
Municipality: City of Vaughan

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	Date (dd-mm-yyyy) 02/02/13



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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.

- The internal valves are equipped with nitrogen charged actuators with fusible plugs
- Limited Scope of Filling: Only Canpar's owned propane fuelled vehicles are filled; no pilot light equipped vehicles (motorhomes, catering trucks) will refuel.
- Power turned off when unattended

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Signature 		Telephone No. 416-869-0317	Date (dd-mm-yyyy) 02/02/03



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

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

Training on Emergency Response Plan and Procedures provided to facility key contacts.

Training Date (dd-mm-yyyy) Prior to activation	Print Name of Training Provider: EDPRO Energy Group Inc.
	Print Name of Instructor: Robert Allen
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

Training on the facility's Emergency Management Procedures provided to staff.

Training Date (dd-mm-yyyy) Prior to activation	Print Name of Training Provider: EDPRO Energy Group Inc.
	Print Name of Instructor: Robert Allen
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

On-site specific training provided to certificate holders / persons with Records of Training.

Training Date (dd-mm-yyyy) Prior to activation	Print Name of Training Provider: EDPRO Energy Group Inc.
	Print Name of Instructor: Robert Allen
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

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

4. Emergency Training Plan for Coming Year

Training on Emergency Response Plan and Procedures provided to facility key contacts.

Target Date (dd-mm-yyyy)	Print Name of Training Provider: . EDPRO Energy Group Inc.
To be established upon activation	Print Name of Instructor: Robert Allen
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

Training on the facility's Emergency Management Procedures provided to staff.

Target Date (dd-mm-yyyy)	Print Name of Training Provider: EDPRO Energy Group Inc.
	Print Name of Instructor: Robert Allen
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

On-site specific training provided to certificate holders / persons with Records of Training.

Target Date (dd-mm-yyyy)	Print Name of Training Provider: EDPRO Energy Group Inc.
	Print Name of Instructor: Robert Allen
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

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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

Describe who gives warnings to whom, and how and when the warning will be given (including public notification as appropriate).
In the event of a fire/significant propane leak the operator will activate the Emergency Stop control on the dispenser and/or delivery truck.

The operator will contact Fire Services by calling 9-1-1 and initiate facility evacuation

Fire Services will oversee public notification and/or evacuation

Facility Contact will contact Propane Supplier Key Contact who will activate ERAP (if necessary) and report to TSSA through Spills Action Centre

Describe what action is to be taken and by whom when a warning is issued (including details of a meeting place in a safe identified area and activating the evacuation plan, if necessary).

The operator, immediately after activating the Emergency Stop control, will orally notify any other employees and visitors on site to evacuate, then call 9-1-1

All employees and visitors (customers) will immediately vacate the building and premises to the boulevard at the front of 473 Basaltic Road.

Communication with Emergency Response Authorities

Describe when and how the licence holder will give early warning to emergency response authorities (including a process to ensure that a call is placed to 911).

All employees are instructed to and authorized to activate emergency response authorities by calling 9-1-1 upon occurrence of fire and/or significant leak

Continued flow of information to be provided as it occurs by person of responsibility to the fire services

In the event of an emergency, the terminal manager is required to be on site to provide updated information

Describe provisions for fire department entry when there are no operations or staffing at the propane site.

Facility and dispenser location is gated when facility is closed. Vaughan Fire Services will be required to cut padlock to access rear of facility.

Describe how the licence holder will ensure continual flow of updated information to authorities.

Fire Services are formally invited for a full site review on an annual basis with supplementary site access for training or orientation as requested.

TSSA conducts a comprehensive inspection annually. Site specific emergency procedures are reviewed annually with all employees.

How long will it take the facility liaison person to respond to the site.

24 hour facility contact person would be able to respond to site in approximately 20 - 30 min

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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
1. Does the propane location have controlled access to limit unnecessary risk and entry (lock out procedures)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Is there adequate night lighting at the site?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Are procedures in place that ensure access routes, aisles, storage area, filling areas and the grounds are kept clear from unwanted materials?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. 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?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Does the facility have procedures that include a process to isolate and purge any overfilled propane cylinders?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Are weighing systems validated for accuracy?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. Are storage areas clearly marked with the vessels' capacity status (i.e., filled, empty, purged and other hazardous materials)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Are quality assurance procedures in place to ensure that all valves are closed after the propane cylinders are filled?(e.g., QCC valves)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9. Is the schedule of maintenance and testing activities retained on site?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

7. Water Supply

The propane licence 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
1. Is a pressurized water system available at the propane facility site?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Can the municipal fire department pump 375 GPM (1420 LPM) of water at this location?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. What is the unobstructed distance to the closest water supply that could be used for firefighting activities? (distance in metres only)	113m	
4. What is the unobstructed distance to the closest approved water supply with year round access if there are no hydrants? (distance in metres only)	N/A	

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

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

8. Licence holder and local Fire Services Review

To be completed by the Local Fire Services

Has the local fire service had an opportunity to review the Emergency Response and Preparedness Plan?

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

If not, please explain (e.g., no fire services).

Fire services comments, if any:

Page #9 Fire department to cut off padlock to access rear of facility, VFRS recommends the use of KNOX BOX key box instead

Page #9 continued flow of information to be provided as it occurs by person of responsibility to the fire services. Also in the event of an emergency the

Terminal Manager is required to be on site to provide updated information.

To be completed by the Licence Holder

In response to the above comments, the following action(s) is required:

Canpar Concord will install a KNOX BOX as recommended by Vaughan Fire and Rescue Services

Persons of responsibility including terminal manager and alternate contact will be made aware of the requirements to be on site in the event of an emergency and to provide any required information to the fire services.

The licence holder will respond to the Local Fire Services comments by: 27 - 06 - 2013

(dd-mm-yyyy)

LOCAL FIRE SERVICES

The undersigned has reviewed Section B of the Risk and Safety Management Plan Fire Services.

Print name	Signature	Date (dd-mm-yyyy)
Local Fire Services Name John Caruso		27 - 06 - 2013

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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.
4. Access and egress points and location of barriers.
5. 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-mm-yyyy) 30-04-2013	Capacity of single largest propane storage vessel (USWG) 2000 USWG
Tank setback coordinates. Indicate placement on the map.	
Front: <u>465'</u>	Right side property line: <u>173'</u>
Rear: <u>52'</u>	Left side property line: <u>15'</u>
GPS coordinates of single largest vessel: <u>43°49'54.29"N, 79°29'51.53"W</u>	

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SECTION C: SUBMISSIONS (cont'd)

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

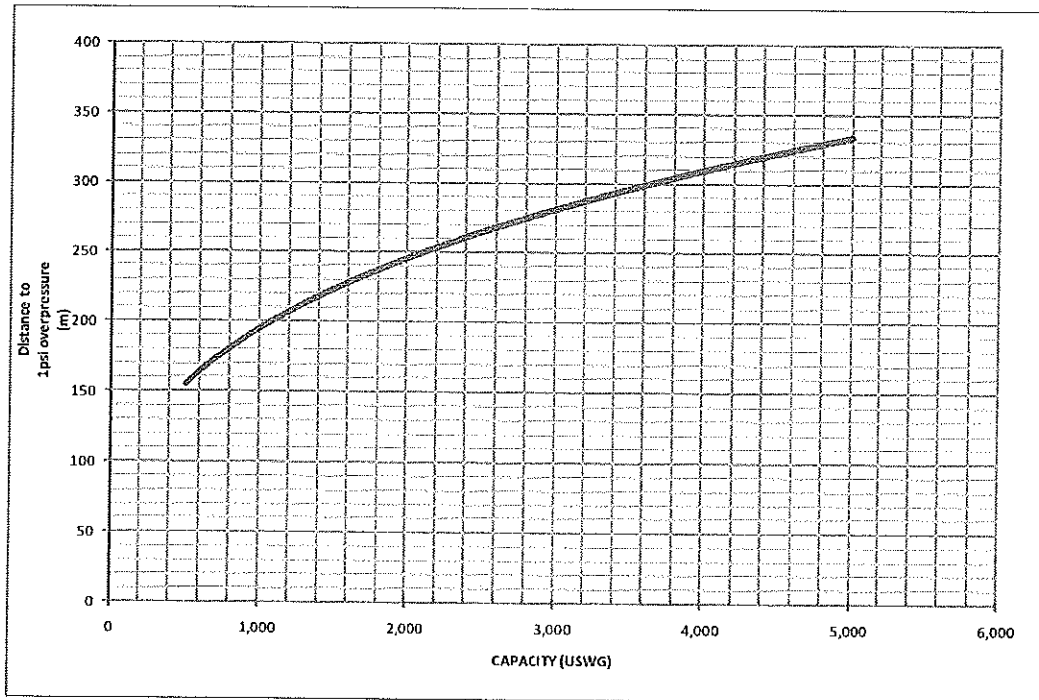
Table 1: Distance Table

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)



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Name of person completing this form (please print) Roland Weicht	Official Title Regional Manager
Signature 	Telephone No. 416-869-0317
	Date (dd-mm-yyyy) 02/07/13



Technical Standards and Safety Authority
www.tssa.org

14th Floor - Centre Tower
3300 Bloor Street West
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Fax: 416.231.4903
Customer Service: 1.877.682.8772

Level 1 Risk and Safety Management Plan (RSMP)
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

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")				Distance from Tank to Closest Building or Feature
	0	1	2-10	11+	
Industrial buildings or parks or golf courses Name: <u>Bondfield</u> Address: <u>407 Basaltic Road</u> City: <u>Concord</u> Province <u>Ontario</u> Postal Code <u>L4K 4W8</u>				x	<u>55</u> m
Residential building units specifically permanent single family dwellings, condominiums, and apartments [Redacted]				x	<u>121</u> m
Commercial building units specifically retail, restaurants, entertainment, theatres, and sporting complexes. Name: <u>Multi-Tenant Commercial / Industrial</u> Address: <u>400 Spinnaker Way</u> City: <u>Concord</u> Province <u>Ontario</u> Postal Code <u>L4K 5Y9</u>			x		<u>80</u> m
Commercial building units – continuous occupancy specifically hotels, campgrounds, and resorts. Name: <u>N/A</u> Address: _____ City: _____ Province _____ Postal Code _____	x				_____ m
Sensitive institutions specifically hospitals, schools and day cares, nursing and retirement homes, mental health institutions, and prisons. Name: <u>N/A</u> Address: _____ City: _____ Province _____ Postal Code _____	x				_____ m
Emergency responders specifically fire stations, ambulance stations, and police stations. Name: <u>N/A</u> Address: _____ City: _____ Province _____ Postal Code _____	x				_____ m

* For multi-unit buildings, count each unit as "1".

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SECTION C: SUBMISSIONS (cont'd)

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Portable Storage Additional Information Sheet

Cylinder Size	Capacity in USWG	Quantity	Total Volume in USWG
# 420	123.9	0	0
# 100	29.5	0	0
# 40	11.75	0	0
# 33.3	9.62	0	0
# 30	8.8	0	0
# 20	5.8	0	0
# 10	2.9	0	0
# 5	1.5	0	0
Total Cylinder Capacity			

Tanks Stored On-site Not Connected for Use

Tank Size In USWG	Quantity	Total Volume in USWG
None	0	
Total Tank Capacity		

Total Cylinder Capacity	0
Total Tank Capacity	0
Total Portable Capacity	0

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Name of person completing this form (please print) Roland Weicht	Official Title Regional Manager
Signature 	Telephone No. 416-869-0317
	Date (dd-mm-yyyy) 02/07/09