

DIO BEST WWW

Technical IAth Floor - Centre Tower
Standards and Safety Authority Fox: 416.231.4903 Customer Service: 1.077,682.8772

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 propage capacity of 5,000 USWG or less; or

• a facility with a fixed propage storage capacity of exactly 5,000 USWG and no more than 500 USWG of portable propage storage capacity on after

| | Follure | to fully complete this form | may result in rejection. | | For O | ffice Use Only |
|-----------|----------------------------------|--|--|--------------|--------------------|--------------------------------|
| | Making | a false statement may result under the Technical Standar | In a line of prosecution | 1 | | |
| | | under the Technical Statical | us and othery Aut | 7 | 11 | 1 |
| | nce Number 0076 | | 178856 | alm | ey Sup | erior Propor |
| Chac | k applicable type of proj | pane oporalions | | 1 | | |
| | ✓ Cyilnder | Motor FIII | Filling Plant Card/Koyl | ook " | | |
| Subn | alt along with this comple | eted opplication a Facility Site Pla | n and a Map of the Surrounding Area. | | <u></u> | |
| | | | | | | |
| | | SEC | TION A: GENERAL IN | FORMA | LION | |
| | | | eview for an RSMP under | Ontario's | Technical Standard | is and Safety Act, |
| The | Undersigned ap | oplies to 155A for a n nd Handling Regulatio | n. | Olimina D | , gainings, -t- | |
| PIU | Company Name | no mananing meganera | | | Onlario | Corporation No . if applicable |
| A | Georgia Pacific Nor | th Woods LP | V | | | |
| = | Operator Name (Il dillo | | | 700-200 | | |
| | | | | | | |
| | Telephone No | Fax No. | E-ineil | | | 11 |
| | (705) 563-8295 | N/A | Thomas, Mosher@gapac.com | | | |
| В | Street No | Street Name / 911 Number / A | datess* и върнсевня | | | |
| | 332417 Town / City or Townst | Highway 11 North | | Province | | PostalCode |
| | Earlton | ith / County | | ON | | POJ 1E0 |
| | | different from above. | | | | |
| C | Sirgui No. | Street Name / 91 t Number / / | address, il applicable | | | 11 |
| | | <u> </u> | | Province | | PostalCoda |
| | Town / City or Townshi | p/County | | FIOVING | | |
| In | formation on Con | tainer Refill Centre or Fili | ling Plant | | | |
| | Location of facility. Street No. | Street Name / 911 Number / A | ddress, ll applicable | Negros | Majorinlarsection | |
| D | 332417 | Highway 11 North | The second secon | Hwy. 11 | and 10 Ave. N |] |
| | | 1 | | Province | | Postal Code |
| | Town / City or Townshi | ip / County | | ON | | P0J 1E0 |
| | Earlton | - | | | | |
| | Name of Licenco Holde | [| Value and Aller | 53 | | , |
| | | Manager, on behalf of Georgi | a Pacific LP | | 2.5 | |
| | | | a regulation holding the Record of Tra | Ining (ROT). | ROT ly | рө. |
| | Pal Rodgers | | | | 100-08 | |
| | | Ipalitios II the lacility or ils hazen | d distance louches multiple borders) | | | |
| 1 | Township of Armstro | | | | | - 11 |
| 1 | TOWNSHIP OF VALUER C | il B | | | | |
| | Hours of operation | | | | | |
| | patra outra historia | | | | | |
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| | | | | | | |
| (G. 1195) | | | | | | |
| | | | | | | |

This document is valid until the next licence renewel 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

| Printnamo | Date (dd-ingn-yy | yy) |
|--|------------------|-----|
| Name of Licence Holder Gary Lefrance, Mill Menager, on behalf of Georgia I | Pacific LP | |
| lame of Senior Management person as defined in the | 11 1 mg/19/19/ | // |
| Regulation holding the Record of Training Pat Rodgers | | 1. |



Technical Standards and www.tssa.org

14th Floor - Centre Tower 3300 Bloor Street West Safety Authority
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

| SECTION A: G | GENERAL II | NFORMATION | (cont'd) |
|--------------|------------|------------|----------|
|--------------|------------|------------|----------|

| Indicate the year the facility was establish 2007 | Indicate the year of any significant modifications, as defined in s.1, O.Reg 211/01, since establishment. None | | | |
|---|---|--|--|--|
| Identify the psig rating and serial number | for each fixed propane storage tank on site. | | | |
| PSIG | Serial Number | | | |
| Tank 1: 250 PSIG | 5563200 | | | |
| Tank 2: 250 PSIG | 759/02 | | | |
| Tank3: | placed to the contract we what are the series at the contract to the series of a place of a contract to the series. | | | |
| enter capacity of propane in USWG, fixe | d, portable, and mobile, and provide detailed inventory that includes the number of tank/vessel for | | | |
| | nd the capacity of each tank/vessel, on a separate document. | | | |
| Fixed: 2 x 2000 USWG | Portable: 96 USWG Mobile: 0 | | | |
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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 person completing this form (please print) Thomas Mosher | Official Title Regional Environmental Mar | nager |
|--|--|---------------------------------|
| Signature | Telephone No. (705) 544-6126 | Date (dd-mm-yyyy) 11-08-2011 |

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 Technical
 14th Floor - Centre Tower

 Standards and
 3300 Bloor Street West

 Safety Authority
 Toronto Ontario MBX 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

SECTION A: GENERAL INFORMATION (cont'd)

| | | | Act | ivity Information | | | |
|--|---|-------------------------|----------------------|--|---------------------------|--------------------|--|
| L | a ann an tag-agus ann an deal an deal | | | | | | |
| Name of Propar | ne Suppli | er(s) | | | | For Office Use - I | Party No. |
| Superior Propane | Superior Propane - Ontario Regional Operations Centre | | | | | | |
| Street No. | Street N | ame / 911 Number / Add | dress, if applicable | | | | |
| 251 | Woodlaw | n Road West, Unit 217 | Paristant | Control of the Contro | | | |
| Town / City or T Guelph | ownship / | Country | | | Province Ontario | | Postal Code N1H 8J1 |
| Telephone No. | | Fax No. | Contact Na | ame | | | |
| 1-877-873-7467 | | 519-836-7766 | Mike Mullins | | | | |
| E-mail | | | | | | | |
| mullinsm@superio | orpropane. | com | | | | | |
| | | | | | A CONTRACTOR OF THE PARTY | For Office Use - | Party No. |
| The second secon | | orter. If same as above | ve, please check be | ох. [] | | | 1 march 1 march 2 |
| Superior Propane | | 5 | | And the same of th | | | |
| Street No. 1366 | A SAME AND | | | | | | |
| Town / City or T North Bay | Town / City or Township / Country North Bay Province Ontario Postal Code P1B 2W6 | | | | | | |
| Telephone No. | | Fax No. | Contact Na | | | | |
| (705) 471-9202 | | N/A | Lonnie Duqu | uette | | | |
| E-mail | | | | | | | |
| duquettl@superio | rpropane.c | com | | | | | The state of the s |
| | For Office Use - Party No. | | | | | | |
| Care | Off-site Cylinder and/or Mobile Storage Capacity stored off-site, in USWG | | | | 19 | | |
| | None Street No. Street Name / 911 Number / Address, if applicable | | | | | | |
| Street No. | Street N | iame / 911 Number / Add | леээ, п аррпсале | | | | |
| Town / City or T | Town / City or Township / Country Province Postal Code | | | | | | |
| Telephone No. | Telephone No. Fax No. Contact Name | | | | | | |
| | | | | | | | |

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

| Name of person completing this form (please print) Thomas Mosher | Official Title Regional Environmental Manager | | |
|--|---|---------------------------------|--|
| Signature J. Mosh | Telephone No. (705) 544-6126 | Date (dd-mm-yyyy) 11-08-2011 | |



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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 B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN

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

| escription of the maximum volume, types and storage location of other hazardous materials on site, if any. None |
|--|
| |
| |
| 1 |
| escription of fire and emergency equipment indicated on facility site map. |
| There is a fire extinguisher located at propane dispenser - type: Chemical Dry Class 10-A 120BC. There are multiple others located at various spots |
| around the facility. There is a fire suppression system in the adjoining building. |
| here is a fire alarm and a fire suppression system in the adjoining building. |
| ire Hydrant hook-up 85 metres from propane tank. |
| ist of fire protection controls (e.g., fire detection systems, fire notification systems, alarm systems, automatic shut off devices, fusible links, etc. |
| nd describe their function, use and operation. |
| . Fusible link on ISC valve - Isolation valve between the tank and the downstream propane dispensing equipment. |
| Emergency stop push button - mounted on a post near the propane tank. This shuts down the pump and closes a solenoid valve upstream of hoses. |
| . Power supply breaker inside the building. This cuts all power to the propane system - shuts down pump; closes solenoid valve. |
| laintenance and testing schedule for fire protection controls and devices. Maintenance and testing is undertaken by Superior Propane according to Superior Propane's Maintenance Standard. Schedule for key equipment is: |
| . Pumps (Pump every 3 months; Pump Motor: check belts monthly; grease motor every 6 months) 2. ISC Valves (test for closure every 6 months) |
| Storage tank Relief Valves - inspect every 2 years; replacement schedule as per provincial regulations. |
| |
| . Fire extinguishers to be maintained by Georgia Pacific North Woods LP according to Ontario Fire Service regulations. |

| Name of person completing this form (please print) Thomas Mosher | Official Title Regional Environmental Manager | | |
|--|---|---------------------------------|--|
| Signature J. Mash | Telephone No. (705) 544-6126 | Date (dd-mm-yyyy) 11-08-2011 | |

SSA

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

1. Contacts for Emergency Response

| 1. Facility Contact Personnel - Key Contact | | 5. Facility 24-Hour Contact Perso | n | For Office Use - Party No. |
|--|--|--|--|----------------------------|
| Name Pat Rodgers | For Office Use - Party No. | Name 24 hr General Contact Number | | To Office ode - Farty No. |
| Official Title Facility Safety Coordinator | | Official Title | | |
| Telephone No. (705) 544-6128 Fax No. (705) 544-6128 | 2418 | Gell No. (705) 544-6130 | Fax No. (705) 544-2418 | |
| E-mail pat.rodgers@gapac.com | | E-mail | | |
| Role and responsibilities in emergency | | Role and responsibilities in emergency | | |
| Coordinate site response | | Coordinate site response | | |
| 2. Facility Contact Personnel - Alternate Co | ntact | 6. Name of Facility Manager | |) |
| Name Sean Lauzon | For Office Use - Party No. | Name Gary Lafrance | | For Office Use - Party No. |
| Official Title Production Manager | | Official Title Mill Manager | | |
| Telephone No. (705) 544-6147 Fax No. (705) 544 | -2418 | Telephone No. (705) 544-6194 | Fax No. (705) 544-2418 | |
| E-mail | | E-mail gary.lafrance@gapac.com | | |
| sean.lauzon@gapac.com | | Role and responsibilities in emergency | | |
| Role and responsibilities in emergency | | Coordinate site response | | |
| Coordinate site response if agent unavailable. | | | | |
| 3. Local Fire Services - Key Contact | | 7. Propane Supplier Key Contact I | Person | For Office Use - Party No |
| Name Yves Martin | For Office Use - Party No. | Name Superior Propane Hotline | | For Office Ose - Party No |
| Official Title Fire Chief | | Official Title | | |
| Telephone No. Fax No. (705) 563-2020 N/A | | Telephone No. 1-877-873-7467 | Fax No. N/A | |
| E-mail N/A | | E-mail | | |
| Role and responsibilities in emergency | | Role and responsibilities in emergen | | |
| Coordinate/advise on Armstrong Fire Service response | Identify and dispatch Superior Propane and or LPERGC emergency response personnel as required. | | | |
| 4. Local Fire Services - Alternate Contact |) | 8. Municipal Contact | | |
| Name Andre Robert | For Office Use - Party No. | Name Clayton Seymour | | For Office Lies Darty No |
| Official Title Deputy Chief | - | Official Title Building Inspector, Corporation of the | Township of Arms | strong |
| Telephone No. Fax No. (705) 563-2020 N/A | | Telephone No. (705)563-2375 | Fax No. (705)563-2093 | |
| E-mail N/A | | E-mail N/A | 10000 | |
| Role and responsibilities in emergency | | Municipality | | |
| Alternate - Coordinate/advise on Fire Service Res | 10 SCHOOL 20 OF TO ASSAULT | | | |
| | | | an i vice sa contra li un minima di con- | |

| Name of person completing this form (please print) Thomas Mosher Official Title Regional Environmental Manager | | |
|---|---------------------------------|---------------------------------|
| Signature Y. Mash | Telephone No. (705) 544-6126 | Date (dd-mm-yyyy) 11-08-2011 |



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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. |
|---|
| None |
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| The state of the s |
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| Name of person completing this form (please print) Thomas Mosher | Official Title Regional Environmental Ma | nager |
|--|--|---------------------------------|
| Signature + 1 | Telephone No. (705) 544-6126 | Date (dd-mm-yyyy) 11-08-2011 |
| 1. 67 | (100) 544-0120 | |



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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 Re | sponse Plan and Procedures provided to facility key contacts. | | |
|--------------------------------|---|--|--|
| Training Date (dd-mm-yyyy) | Print Name of Training Provider: | | |
| None Print Name of Instructor: | | | |
| 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 Em | nergency Management Procedures provided to staff. | | |
| Training Date (dd-mm-yyyy) | Print Name of Training Provider: | | |
| None | Print Name of Instructor: | | |
| 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 pro | ovided to certificate holders / persons with Records of Training. | | |
| Training Date (dd-mm-yyyy) | Print Name of Training Provider: Propane Training Institute | Please Note - a ROT is valid for 3 years | |
| 30-06-2010 | Print Name of Instructor: Unknown | | |
| 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: | | |

| Name of person completing this form (please print) | Official Title | The state of the s |
|--|---------------------------------|--|
| Thomas Mosher | Regional Environmental Ma | nager |
| Signature 7. Mash | Telephone No. (705) 544-6126 | Date (dd-mm-yyyy) 11-08-2011 |



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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 Re | esponse Plan and Procedures provided to facility key contacts. | |
|-------------------------------|--|---|
| Target Date (dd-mm-yyyy) | Print Name of Training Provider: Superior Propane or Alternate | Please Note - the course content is currently |
| Q4 2011 | Print Name of Instructor: to be arranged | being developed by the TSSA and should be |
| Target Date (dd-mm-yyyy) | Print Name of Training Provider: | available for teaching in the fourth quarter of |
| | Print Name of Instructor: | this year |
| Target Date (dd-mm-yyyy) | Print Name of Training Provider: | |
| | Print Name of Instructor: | |
| Training on the facility's Er | nergency Management Procedures provided to staff. | |
| Target Date (dd-mm-yyyy) | Print Name of Training Provider: Key site contact to train staff | |
| Q4 2011 | Print Name of Instructor: to be arranged | |
| 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 pr | ovided to certificate holders / persons with Records of Training. | |
| Target Date (dd-mm-yyyy) | Print Name of Training Provider: Superior Propane, FSN, or Alternate | Please Note - a ROT is valid for 3 years |
| As Required | Print Name of Instructor: to be arranged as required | |
| 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: | |

| Name of person completing this form (please print) | Official Title | |
|--|---------------------------------|---------------------------------|
| Thomas Mosher | Regional Environmental Ma | nager |
| Signature 4 Mosch | Telephone No. (705) 544-6126 | Date (dd-mm-yyyy) 11-08-2011 |
| S 09195 (11/10) Page 8 of 15 | | |



Warnings and Actions

Technical Standards and Safety Authority www.tssa.org

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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)

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

5. Emergency Response Communications Plan

Describe who gives warnings to whom, and how and when the warning will be given (including public notification as appropriate).

The operator or alternate will contact emergency services by calling 911 and will provide warnings outlined in the attached "Propane Emergency Response

Procedures" card (to be posted on site and part of the employee training). If it is safe to do so this could involve advising neighbors to evacuate.

| The owner/operator may also contact Superior Propane via the emergency number identified in the ERP. |
|---|
| |
| 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 owner/operator or alternate should first follow the actions in the ERP provided herein. Staged evacuation, if the release of propane cannot be stopped |
| by cutting electrical power, may be required. The site has an alarm system. When activated, employees will proceed to the muster point at the gazebo beside |
| the corporate office. Subsequent evacuation instructions, potentially up to the Hazard Distance, to be provided by municipal responders. |
| 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). |
| When the system is operational, a ROT person will be on duty and be in the propane tank area. This person will be able to visually ascertain any abnormal/ |
| accident events and implement the appropriate ER actions including notifying emergency responders. Calling 911 will occur immediately after any attempt to |
| shut down the system. When the system is not in operation, the ISC valve (main isolation valve) is closed, and the propane system is unattended but |
| shut down. Any accidents involving the propane tank during such times will require the intervention of random, nearby individuals or staff. |
| Describe provisions for fire department entry when there are no operations or staffing at the propane site. |
| The propane tank system is located in a wide open area that is easily accessible from Hwy 11. |
| The fire access route is identified in the attached site plan. |
| |
| Describe how the licence holder will ensure continual flow of updated information to authorities. |
| The critical information required from the license holder is a) how to shut the system down and b) the fill level in the tank. |
| Fill level is relevant from a time-to-BLEVE perspective (a near empty tank will BLEVE sooner than a full tank if there is fire impingement on the tank). |
| This information will be provided to the authorities by agent and ROT holder - Pat Rodgers, |
| How long will it take the facility liaison person to respond to the site. |
| Approximately 10 minutes to 1 hour, depending on the respondent after having received the emergency call. |
| |
| |

| Name of person completing this form (please print) Thomas Mosher | Official Title Regional Environmental Man | ager |
|--|--|---------------------------------|
| Signature Mosh | Telephone No. (705) 544-6126 | Date (dd-mm-yyyy) 11-08-2011 |



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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 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 | | | |
|--|--|--------------|--|
| Same | | Yes | No |
| 1, | Does the propane location have controlled access to limit unnecessary risk and entry (lock out procedures)? | V | |
| 2. | Is there adequate night lighting at the site? | 1 | and the state of t |
| 3. | Are procedures in place that ensure access routes, aisles, storage area, filling areas and the grounds are kept clear from unwanted materials? | V | |
| 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? | ✓ | |
| 5. | Does the facility have procedures that include a process to isolate and purge any overfilled propane cylinders? | \checkmark | |
| 6. | Are weighing systems validated for accuracy? | 1 | - Constitution |
| 7. | Are storage areas clearly marked with the vessels' capacity status (i.e., filled, empty, purged and other hazardous materials)? | | √ |
| 8. | Are quality assurance procedures in place to ensure that all valves are closed after the propane cylinders are filled? (e.g., QCC valves) | 1 | |
| 9. Is the schedule of maintenance and testing activities retained on site? | | | |
| | 7. Water Supply | | |
| The sup | propane licence holder should work with the local fire department to determine water ply 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? | 1 | |
| 2. | Can the municipal fire department pump 375 GPM (1420 LPM) of water at this location? | 1 | |
| 3. | What is the unobstructed distance to the closest water supply that could be used for firefighting activities? (distance in metres only) | 85 m from | both tanks |
| 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 | |

| Name of person completing this form (please print) Thomas Mosher | Official Title Regional Environmental Manager | |
|--|--|---------------------------------|
| Signature / Mosh | Telephone No. (705) 544-6126 | Date (dd-mm-yyyy) 11-08-2011 |

Chief Yves Martin Fire Chief Earlton Fire Services c/o The Corporation of the Township of Armstrong 35 - 10th Street PO Box 546 Earlton, Ontario P0J 1E0

Dear Chief Martin;

As you are aware, the new Ontario Regulation 211X01 requires all propane handlers in Ontario to complete a Risk and Safety Management Plan (RSMP).

This RSMP is required by the Technical Standards and Safety Authority (TSSA) in order to renew a propane license.

Part of the process includes that the local Fire Department review the RSMP.

Therefore, we kindly ask you to review this RSMP for Georgia Pacific North Woods LP located in Earlton.

Please complete page 11, with your comments and recommendations, sign, and return

Mr. Gary Lafrance Mill Manager Georgia Pacific North Woods LP 332417 Highway 11 North Earlton, ON P0J 1E0

Phone: (705) 544-6194

A response by September 30, 2011 would be greatly appreciated. Sincerely,

Kelly Almey Risk & Process Safety Coordinator, Superior Propane 6860 Century Avenue East Tower, Suite 2001 Mississauga, ON L5N 2W5 Phone: (905) 285-2480 ext. 5549

Enclosure: 1



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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)

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 R If not, please explain (e.g., no fire services). | Yes esponse and Preparedness Plan? | No | | |
|---|---|----|--|--|
| 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 | by:(dd-mm-yyyy) | | | |
| | | | | |
| LOCAL FIRE The undersigned has reviewed Section B of the Risk and Safety M | E SERVICES lanagement Plan Fire Services. | | | |
| Print name Signature Date (dd-mm-yyyy) Local Fire Services Name | | | | |

| Name of person completing this form (please print) Thomas Mosher | Official Title Regional Environmental Manager | |
|--|--|---------------------------------|
| Signature / More | Telephone No. (705) 544-6126 | Date (dd-mm-yyyy) 11-08-2011 |



14th Floor - Centre Tower 3300 Bloor Street West Toronto Ontario MBX 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

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.
- 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.
- 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) 21-07-2011 Capacity 2 x 2000 | | ty of single largest propane storagevessel (USWG) 0 USWG | | |
|--|------------------|---|---------------------------|---------------------|
| Tank setback coordinates. Front: | Indicate placeme | | Right side property line: | 82 m for both tanks |
| Rear: 33 m for both tanks | | 245 m or both tanks | | |
| GPS coordinates of single | largest vessel: | Lat. 47.746744 | Long79.821945 | Θ. |

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 person completing this form (please print) Thomas Mosher | Official Title Regional Environmental Manager | | |
|--|---|----------------------------------|--|
| Signature J. Mash | Telephone No. (705) 544-6126 | Date (dd-rnm-yyyy) 11-08-2011 | |

FS 09195 (11/10) Page 12 of 15



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

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:

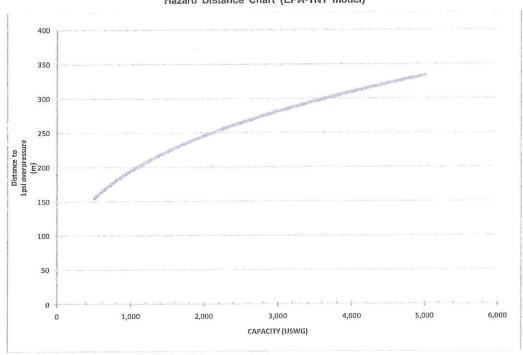
Density of Propane is 0.5033 kg per litre @ 15 C

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)



| Name of person completing this form (please print) Nothing completed on this page. | Official Title | |
|---|----------------|-------------------|
| Signature | Telephone No. | Date (dd-mm-yyyy) |



14th Floor - Centre Tower 3300 Bloor Street West Safety Authority 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 | | | and Fe | f Build atures h an ") | (") | Tank to Closest Building or | |
|------------------------------|---|-----------|---|--|------------------------------|---------|--|--|
| | AND Home and Made at State at | | 0 | 1 | 2-10 | 11+ | reature | |
| Industrial Name: | buildings or parks or golf courses Dionne Concrete (200 m) Temiscaming Wildlife Centre (310 | m) | | | x | | m | |
| Address: City: | Highway 11 N Earlton Province ON Postal Coo | e P0J 1E0 | | | ^ | | | |
| Name: | ial building units specifically permanent single family dwellings, condominiums, an | | Х | | | | m | |
| City: | Province Postal Coc | e | | | | | | |
| Commerc Name: Address: | cial building units specifically retail, restaurants, entertainment, theatres, and sporting Brownlee Equipment Highway 11 N | | | x | | | m | |
| City: | Earlton Province ON Postal Coo | е | | of the latest series of the la | | | | |
| Commerc Name: Address: | cial building units – continuous occupancy specifically hotels, campgrounds, and res Earlton Camping Highway 11 N | | | Х | | | m | |
| City: | Earlton Province On Postal Coo | e P0J 1E0 | | | | v.————— | | |
| institution: Name: | institutions specifically hospitals, schools and day cares, nursing and retirement hoss, and prisons. | | х | | | | m | |
| City: | Province Postal Coo | | | | | | | |
| Emergeno | cy responders specifically fire stations, ambulance stations, and police stations. | | | Paraller Vision Co. | - Taranta and Assessment | | Management of the second second second | |
| Name: | | | х | | | | 0 m | |
| Address; | | | ^ | | | | | |
| City: | Province Postal Cod | le | | | | | | |

| Name of person completing this form (please print) Thomas Mosher | Official Title Regional Environmental Manager | | |
|--|---|---------------------------------|--|
| Signature Physics | Telephone No. (705) 544-6126 | Date (dd-mm-yyyy) 11-08-2011 | |

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



 Technical
 14th Floor - Centre Tower

 Standards and
 3300 Bloor Street West

 Safety Authority
 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

SECTION C: SUBMISSIONS (cont'd)

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

Portable Storage Additional Information Sheet

| Cylinder Size | Capacity in USWG | Quantity | Total Volume in USWG |
|---------------|------------------|----------|----------------------|
| # 420 | 123.9 | | |
| # 100 | 29.5 | | |
| # 40 | 11.75 | | |
| # 33.3 | 9.62 | 10 | 96.2 USWG |
| # 30 | 8.8 | | |
| # 20 | 5.8 | | |
| # 10 | 2.9 | | |
| # 5 | 1,5 | | |

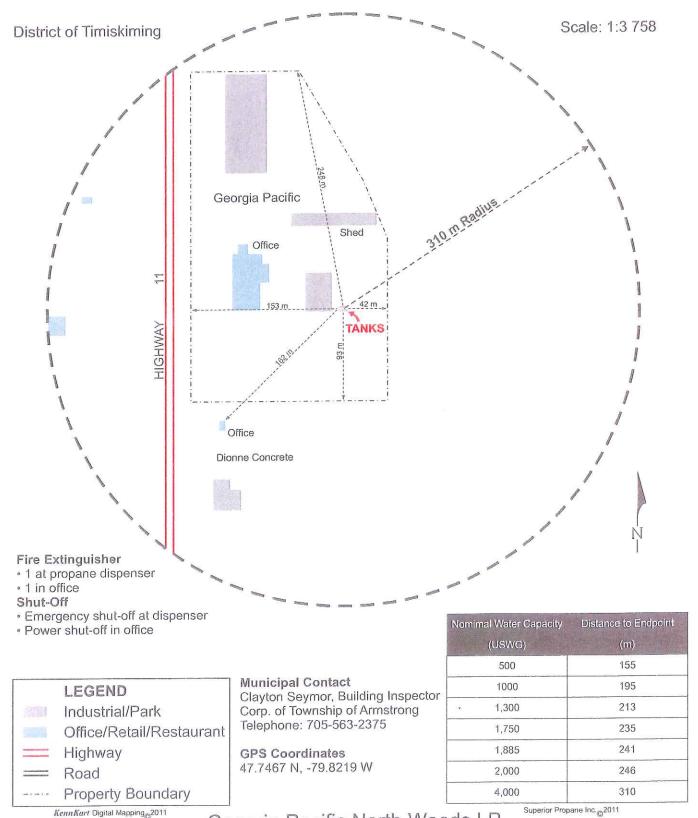
Tanks Stored On-site Not Connected for Use

| Tank Size In USWG | Quantity | Total Volume in USWG |
|--|----------|----------------------|
| 2000 USWG | 2 | 4000 USWG |
| | | |
| | | |
| And the second s | | |
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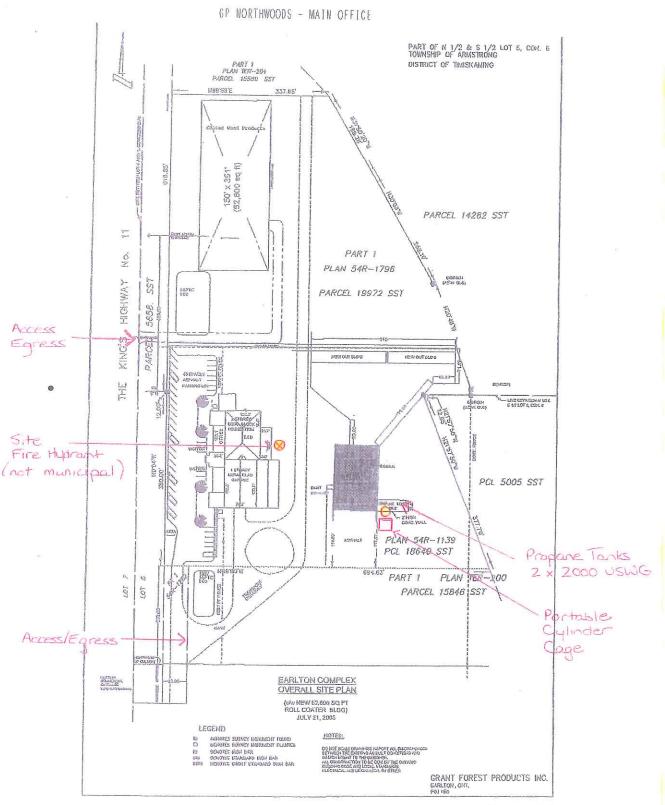
| Total Cylinder Capacity | 96 USWG | |
|-------------------------|-----------|--|
| Total Tank Capacity | 4000 USWG | |
| Total Portable Capacity | 96 USWG | |

| Name of person compl Thomas Mosher | eting this form (please print) | Official Title Regional Environmental Ma | |
|---------------------------------------|--------------------------------|---|---------------------------------|
| Signature | T. Mosh | Telephone No. (705) 544-6126 | Date (dd-mm-yyyy) 11-08-2011 |

Risk and Safety Management Plan PUBLIC RECEPTORS WITHIN HAZARD DISTANCE



Georgia Pacific North Woods LP



| | . Idah | Storage Fa | acility | | | |
|-------|----------------------|--------------------|-----------|-----------|------|------|
| Room# | Location | Туре | Condition | Punch Tag | Date | Sign |
| 1 | South Mandoor | ABC 20 lbs | | | | |
| 2 | Loading Bay O/H door | ABC 20 lbs | | | | |
| 3 | Man Door Eastside #2 | ABC 20 lbs | | | | |
| 4 | Man Door Eastside #3 | ABC 20 lbs | | | | |
| 5 | MCC Room | ABC 20 lbs | | | | |
| 6 | Compressor Room | ABC 20 lbs | | | | |
| 7 | Mandoor North End ✓ | ABC 20 lbs | | | | |
| 8 | Mandoor West #1 J | ABC 20 lbs | | | | |
| | Mandoor West #2 | ABC 20 lbs | | | | |
| 10 | Mandoor West #3 √ | ABC 20 lbs | | | | |
| 11 | Mandoor West #4 | ABC 20 lbs | | | | |
| 12 | Mandoor West #5 / | ABC 20 lbs | | | | |
| 13 | O/S Lunchroom | ABC 20 lbs | | | | |
| 14 | O/S Lunchroom | ABC 20 lbs | | | | |
| | UV Unit #7 | FE 36 | | | | |
| 16 | UV-Unit#5 | 5 CO 2 | | | | |
| 17 | UV Unit#4 | 5-GO2 | | | | |
| 18 | UV Unit#3 | 5 €O2 — | | | | |
| 19 | Rimboard Fuel Tank | 20 CO2 | | | | |
| 20 | Sander #2 | 20_GO ₂ | | | | |
| 21 | Pumphouse J | ABC 20 lbs | | | | |
| 22 | Mechanic Table | ABC 10 lbs | | | | |
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| | 1110 | Extinguishe | | | | |
|--------------------------------------|--|---|-----------|-------------|------|--|
| | MAN | Office Building | Condition | Punch Tag | Date | Sign |
| Room # | Location | Type | Condition | Pullett Tag | Date | 5.6. |
| 1 | Fire suppression Room | ABC 10 lbs | | | | |
| 2 | Generator Room | ABC 20 lbs | | | | |
| 3 | Property Management Storage | ABC 2 1/2 lbs | | | | |
| 4 | Accounting Storage-A | ABC 2 1/2 lbs | | | | |
| 5 | Accounting Storage-B | ABC 2 1/2 lbs | | | | |
| 6 | Accounting Storage-C | ABC 2 1/2 lbs | | | | |
| | | | | | | List Mills |
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| | Fire | Extinguishe | | ist | | |
| | | Millipout | | | | |
| | Location | Tyne | | Punch Tag | Date | Sign |
| | Location | Type | Condition | Punch Tag | Date | Sign |
| 1 | Inside Man Door North West | ABC 20 lbs | | Punch Tag | Date | Slgn |
| 1 2 | Inside Man Door North West | ABC 20 lbs | | Punch Tag | Date | Slgn |
| 1 2 3 | Inside Man Door North West Inside Man Door South West Main Power Control | ABC 20 lbs ABC 20 lbs ABC 20 lbs | | Punch Tag | Date | Slgn |
| 1 2 3 4 | Inside Man Door North West Inside Man Door South West Main Power Control North Over Head Door | ABC 20 lbs ABC 20 lbs ABC 20 lbs ABC 20 lbs | | Punch Tag | Date | Sign |
| 1 2 3 4 5 | Inside Man Door North West Inside Man Door South West Main Power Control North Over Head Door Chain Sharpening | ABC 20 lbs | | Punch Tag | Date | Slgn |
| 1 2 3 4 5 | Inside Man Door North West Inside Man Door South West Main Power Control North Over Head Door Chain Sharpening South Man Door | ABC 20 lbs | | Punch Tag | Date | Sign |
| 1 2 3 4 5 6 7 | Inside Man Door North West Inside Man Door South West Main Power Control North Over Head Door Chain Sharpening South Man Door Gang Saw | ABC 20 lbs | | Punch Tag | Date | Sign |
| 1 2 3 4 5 6 7 8 | Inside Man Door North West Inside Man Door South West Main Power Control North Over Head Door Chain Sharpening South Man Door Gang Saw Propane Filling Station | ABC 20 lbs | | Punch Tag | Date | Sign |
| 1 2 3 4 5 6 7 8 | Inside Man Door North West Inside Man Door South West Main Power Control North Over Head Door Chain Sharpening South Man Door Gang Saw Propane Filling Station Lunchroom -Upstairs | ABC 20 lbs | | Punch Tag | Date | Sign |
| 1 2 3 4 5 6 7 8 | Inside Man Door North West Inside Man Door South West Main Power Control North Over Head Door Chain Sharpening South Man Door Gang Saw Propane Filling Station | ABC 20 lbs | | Punch Tag | | Sign |
| 1 2 3 4 5 6 7 8 | Inside Man Door North West Inside Man Door South West Main Power Control North Over Head Door Chain Sharpening South Man Door Gang Saw Propane Filling Station Lunchroom -Upstairs | ABC 20 lbs | | Punch Tag | Date | Sign |
| 1 2 3 4 5 6 7 8 | Inside Man Door North West Inside Man Door South West Main Power Control North Over Head Door Chain Sharpening South Man Door Gang Saw Propane Filling Station Lunchroom -Upstairs | ABC 20 lbs | Condition | Punch Tag | | Sign |
| 2 3 4 5 6 7 8 9 | Inside Man Door North West Inside Man Door South West Main Power Control North Over Head Door Chain Sharpening South Man Door Gang Saw Propane Filling Station Lunchroom -Upstairs | ABC 20 lbs ABC 21/2 lbs | | Punch Tag | | Sign |

PROPANE EMERGENCY RESPONSE PROCEDURES

EMERGENCY CONTACT NUMBERS (OR CALL 911)

| Fire Department: | |
|--------------------|--|
| Police Department: | |
| Superior Propane: | 1-877-873-7467 |
| | d the Police Department immediately if a propane a telephone outside the area affected by the leak. |

PROPANE LEAKAGE WITH FIRE

PROPANE LEAKAGE WITHOUT FIRE

FIRST CONTROL THE LEAK, THEN PUT OUT THE FIRE

- Clear people from the immediate area.
- Clear people from buildings, away from the propane tank, if applicable, and if it is safe to do so.
- 3. Do not extinguish fire unless fuel feeding the fire can be shut off.
- 4. Shut off power to dispenser and pump motor if it is safe to do so.
 - Via Emergency Stop (if available),
 - Via Power Supply breaker
- 5. Close tank valve to stop flow of propane, if it is safe to do so.
- Apply water to tank and piping exposed to heat.
- Apply water to the vapour space of the tank to keep the tank cool. If there is insufficient water to keep the tank cool, evacuate the area.

- Clear people from the immediate area.
- 2. Clear people from buildings, away from the propane tank, if applicable, and if it is safe to do so.
- 3. Stay upwind from the vapour (wind at your back).
- 4. Shut off power to dispenser and pump motor if it is safe to do so.
 - Via Emergency Stop (if available), or
 - Via Power Supply breaker
- 5. Remove sources of ignition.
- Close tank valve to stop flow of propane, if it is safe to do so.
- Disperse gas with water spray and stay behind water spray for protection in case of ignition.



Date: February 9, 2011 Rev; 00 Page 1 of 10

Propane Dispenser Operating Procedures

Prepared by:

Ken Gillis

Safety and Technical Specialist (Ontario Region) Prepared by:

Marcello Oliverio Chief Engineer - Process

Safety Management

Reviewed by:

John McCormack National Regulatory

- Womack

Specialist



This document contains generic operating procedures for propane dispensing facilities. It fulfills the requirements of the Level 1 RSMP.

Procedures for the activities identified below are contained in the appendices that follow:

(Appendix A)

Daily Start-up Procedure for Operating the Propane Transfer Facility.

(Appendix B)

Testing the Emergency Stop System

(Appendix C)

Filling Propane Cylinders by Weight

(Appendix D)

Transfer Facility (Dispenser) Procedure for Filling a Motor Fuel Tank

(Appendix E)

Handling of an Overfilled Cylinder

Date: February 9, 2011 Rev; 00

Propane Dispenser Operating Procedures

Appendix A

Daily Start-up Procedure for Operating the Propane Transfer Facility

Prerequisites:

- Review and be familiar with the PTI 100 01 Propane Pump Attendant Training Program.
- Have the necessary Record of Training (ROT).

Stepwise Procedure:

(To be documented daily)

If you are not familiar with the terms or requirements of this procedure contact your supervisor.

Before opening the tank and cylinder cabinets:

- Check the area to ensue that the access routes and area surrounding the propane tank(s) are clear and that there are no unwanted materials.
- Check that there are no ignition sources within 3 metres (10 feet) of the filling area.
- 3. Dress properly for dispensing propane. Wear long sleeves, long pants, neoprene gloves, safety eyewear, and safety footwear. Do not wear nylon jackets or coats.
- 4. Walk around the area to visually identify potential hazards, to listen for audible leaks, and to detect the scent of propane odours. If a leak is suspected do not open the cabinet, contact your supervisor.
- 5. Ensure all operating and warning signs are clear and legible.
- Check the tank level for sufficient propane levels.
- 7. Remove any garbage especially flammables/combustibles from the dispensing area.
- 8. Open the tank cabinet and inspect for any indications of propane leaks. If a leak is suspected contact your supervisor. Do not operate the dispenser.

Date: February 9, 2011 Rev: 00

Propane Dispenser Operating Procedures

Opening Primary Tank Valves:

- Slowly open the tank ISC liquid supply by using the handle or cable attachment. Open other manual valves necessary to operate the dispenser pump. Again watch and listen for leaks.
- Interlock the ISC control handle with the door. Ensure that the door cannot be closed while the ISC valve is open (code requirement). If the door is not interlocked as required, contact your supervisor.
- Your site may have an E-Stop system that shuts down the motor and electric solenoids in the event of an emergency. This system should be tested weekly.
- 4. Visually check the hoses, nozzles and other mechanical devices. Do not operate the system if anything appears abnormal.
- 5. Record daily start-up procedure and propane level in tank.
- 6. You are now ready to operate the dispenser facility.
- 7. Close door (and ISC valve) when the system is unattended.

Propane Dispenser Operating Procedures

Appendix B

Testing the Emergency Stop System (Once per Week)

Prerequisites:

- Review and be familiar with the PTI 100 01 Propane Pump Attendant Training Program.
- Have the necessary Record of Training (ROT).

Stepwise Procedure:

(To be documented weekly)

If you are not familiar with the terms or requirements of this procedure contact your supervisor.

- Open all valves in the tank cabinet.
- 2. Ensure that all fill nozzles are closed and secured.
- 3. Start the pump and leave it pumping for the test. Do not operate the pump longer than required to complete this test.
- 4. Immediately push the E-stop button.
- 5. Pump power and solenoids should close.
- 6. If all solenoids and the pump do not close, contact your supervisor. Do not operate the system.
- 7. Document the test once completed.

Propane Dispenser Operating Procedures

Appendix C

Filling Propane Cylinders by Weight

Prerequisites:

- Review and be familiar with the PTI 100 01 Propane Pump Attendant Training Program.
- Have the necessary Record of Training (ROT).

Stepwise Procedure:

If you are not familiar with the terms or requirements of this procedure contact your supervisor.

Before filling any cylinder, the cylinder must receive a pre-fill visual examination or inspection.

- 1. Check the inspection date stamped on the cylinder shell or collar. Make sure it's within the last 10 years.
- Make sure the Dangerous Goods shoulder label is on the cylinder. If the cylinder is going to a workplace, it must also have a WHMIS label on the cylinder.
- 3. Look for corrosion, especially on the bottom of the cylinder. Check that no area on the cylinder is badly corroded or deeply pitted.
- Look for dents. If they are large, deep, have sharp angles or include a weld, do not fill the cylinder.
- Look for cuts, gouges, or digs that can reduce the thickness of the cylinder walls and weaken them.
- Make sure the collar is protecting the cylinder service valve. Check that the welds securing the collar to the cylinder are not broken.
- Make sure the footring is not bent and that it supports the cylinder in an upright, stable position. Check that the welds securing the footring to the cylinder are not cracked or broken.
- 8. If a cylinder is bulged or deformed from contact with fire, or if the paint has been scorched, the cylinder must be taken out of service.

Date: March 7, 2011 Page 6 of 10

Rev; 00

Propane Dispenser Operating Procedures

Before starting to fill

16. Check that there are no ignition sources within 3 metres (10 feet) of the filling area.

17. Dress properly for dispensing propane. Wear long sleeves, long pants, neoprene gloves, safety eyewear and safety footwear. Do not wear nylon jackets or coats.

To fill a propane cylinder by weight:

- Place the cylinder on the scale and weigh the cylinder before filling. If the weight of the cylinder exceeds the stamped tare weight on the cylinder, there may be some propane left in the cylinder.
- 2. Mark the weight down as Weight "in". Subtract the tare weight of the cylinder from the weight "in" to determine how much propane is left in the cylinder.
- 3. Inform the customer how much propane is in the cylinder, how much will be added, and what the cost will be.
- 4. Set the scale for the proper weight of the cylinder when filled. The filling weight is the:
 - Tare weight of the cylinder plus
 - the weight of the propane (42% of the stamped water capacity plus
 - the weight of the filling hose and nozzle.
- 5. Connect the filling nozzle to the cylinder service valve. Make sure the cylinder is placed on the centre of the scale platform.
- 6. Open the cylinder service valve, open the filling hose nozzle, and start the pump.
- 7. Check the cylinder service valve threads and valve stem for leaks using a commercial leak detection solution or a 50/50 mixture of soap and water. Expanding bubbles indicate a leak. If a leak is detected, stop the filling process until the leak is repaired.
- 8. Watch the scale beam closely. As soon as the beam starts to rise, close the filler hose nozzle. Turn off the pump.
- Close the cylinder valve. To bleed off the small amount of propane between the filler hose nozzle and the cylinder service valve, slowly unscrew the filler hose nozzle from the cylinder service valve. Disconnect the filling hose nozzle from the cylinder service valve.

Date: March 7, 2011

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Propane Dispenser Operating Procedures

10. Close all valves after cylinder is filled.

11. Move the scale beam indicator until the beam "floats". Read the finished weight from the scale beam and record this as the weight "out".

If the cylinder is overfilled, the excess propane liquid must be removed before the cylinder is returned to the customer. Follow company procedure to safely remove the excess propane liquid.

If the cylinder weighs less that it should, follow the cylinder filling procedure to add more propane, or invoice the Customer for the amount of propane you put into the cylinder.

Note: the OPD may prevent filling the cylinder to 42% of its water capacity

| LIMIT O | ENT CANADA F ERROR BLE: 0.5% |
|----------------------------------|------------------------------------|
| 9.1kg cylinder = 45.5 grams | 20lb cylinder = 1.6 ounces |
| 13.6kg cylinder = 68.2 grams | 30lb cylinder = 2.4 ounces |
| 45.5kg cylinder = 227.3 grams | 100lb cylinder = 8.0 ounces |

Customers must be told how much propane was put into their cylinder. The amount of propane that you tell the Customer is in the cylinder must be within the 0.5% error limit set by Measurement Canada as shown in the above table.

To arrive at the amount of propane put into the cylinder, simply subtract the "IN" weight from the "OUT" weight you recorded. The difference is the amount of the propane put into the cylinder

Follow the Company's invoicing procedures to invoice the Customer for the amount of propane put in the cylinder

The invoice should indicate:

- The minimum charge, if applicable, or cost of propane; and
- The amount of propane delivered

Propane Dispenser Operating Procedures

se the fixed liquid level gauge (spit valve) either with fingers or a spit valve ench. Tighten enough to provide a positive seal. **DO NOT OVER TIGHTEN.**

Turn off the pump.

- .1. Disconnect the filler hose nozzle from the filler valve.
- 12. Return the filler nozzle to the dispenser holder.
- 13. Check the filler valve at the vehicle to ensure it's not leaking.
- 14. Replace the dust cap on the vehicle filler valve

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Date: March 7, 2011

Rev; 00

Propane Dispenser Operating Procedures

Appendix D

Transfer Facility (Dispenser) Procedure for Filling a Motor Fuel Tank

Prerequisites

Review and be familiar with the PTI – 100 – 01 Propane Pump Attendant Training Program.

Have necessary Record of Training (ROT).

Stepwise Procedure:

If you are not familiar with terms or requirements of this procedure contact your supervisor.

- Before filling, make sure the vehicle has a provincially accepted decal in place.
 This label may be located on the front windshield, rear window or side window. A vehicle with no label, or an expired label, cannot be legally filled with propane.
- The filling area is a restricted zone. Make sure there are no ignition sources within 3 meters (10 feet) of the filling connection. This means NO SMOKING, NO OPEN FLAMES, NO VEHICLES LEFT RUNNING, and NO PILOT LIGHTS LEFT ON, such as those in travel trailers, RV's, catering trucks and cargo vans.
- 3. Remove the dust cap from the liquid filler valve on the vehicle tank. Check that the "O" ring or gasket in the filler valve is in place and clean.
- Remove the transfer hose and nozzle from the holder at the dispenser and connect the nozzle to the vehicle filler valve. Tighten firmly by hand. Check for leaks.
- Open the fixed liquid level gauge (spit valve) to allow an audible hiss as the propane vapour is released.
- 6. Start the pump, which will automatically reset the meter to zero. Depending on the dispenser system, begin filling by either (a) squeezing the nozzle trigger, or (b) setting the nozzle trigger latch and pushing in the deadman switch. Keep the nozzle trigger or deadman switch engaged during the entire filling process.
- 7. When a white fog is flowing steadily from the fixed liquid level gauge (spit valve), the tank is considered full.
- 8. Release the nozzle trigger or deadman switch immediately. Do not be tempted to round up either the volume or dollar amount.

Date: March 7, 2011

Rev; 00

Propane Dispenser Operating Procedures

Appendix E

Handling of an Overfilled Cylinder

Prerequisites

Review and be familiar with the PTI – 100 – 01 Propane Pump Attendant Training Program.

Have necessary Record of Training (ROT).

Stepwise Procedure:

If you are not familiar with terms or requirements of this procedure contact your supervisor.

If you suspect that a cylinder has been overfilled, do the following:

- 1. Tag the cylinder, identifying the time and date it was filled.
- 2. Carefully place the cylinder in the cylinder cage.
- 3. Call Superior Propane @ 1-877-873-7467 and report what has happened.

DO NOT RETURN THE FILLED CYLINDER TO THE CUSTOMER



MATERIAL SAFETY DATA SHEET



SECTION 1 - PRODUCT INFORMATION

Product Name:

Propane

Supplier:

Superior Propane

LPG (Liquefied Petroleum Gas), LP-Gas frade Name:

A Division of Superior Plus LP

1111 - 49th Avenue N.E. Calgary, AB T2E 8V2 Business: (403) 730-7500

Chemical Formula: WHMIS Classification:

Class A - Compressed Gas

Class B. Division 1 - Flammable Gas

24-Hour

Emergency Contact:

Canutec (613) 996-6666

Application and Use. Propane is commonly used as a fuel for heating, cooking, automobiles, forklift trucks, crop drying and welding and cutting operations. Propane is used in industry as a refrigerant, solvent and as a chemical feedstock.

SECTION 2 - HAZARDOUS INGREDIENTS

Propane

74-98-6

90% -99%

Not Applicable

Propylene

0% - 5%

Not Applicable

Ethane

Not Applicable

Butane and heavier hydro carbons

106-97-8

0% 2.5%

Not Applicable

Occupational Exposure Limit:

Based upon animal test data, the acute roxicity of this product is expected to be inhalation; 4 hour LC50 = 280,000 pom (8at)

Note: Composition is typical for HD-5 Propage per The Canadian General Standard Board CGSB 3.14 National Standard of Canada Exact composition will vary from shipment to shipment

SECTION 3 - CHEMICAL AND PHYSICAL DATA

Liquid and vapour while stored under pressure

Nor available

0.51 (water = 1)

exposed cylinders or tanks. Do not extinguish fire unless the

to prevent flame impingement and the weakening of metal If sufficient water is not available to protect the container shell

from weakening, the area will be required to be evacuated.

If gas has not ignited, liquid or vapour may be dispersed by

source of the escaping gas that is fueling the fire can be turned off. Fire can be extinguished with carbon dioxide and/or dry

chemical (BC). Container metal shells require cooling with water

Bailing Point.

-42°C to Latrn

Solubility in Water

Slight, 6.1% by volume @ 17.8 C

Freezing Point

138°C

Specific Cravity:

Colourless liquid and vapour while stored

Evaporation Rate:

Rapid (Gas at normal ambient conditions) 1435 kPa (maximum) @ 37.8 C

Appearance/Odour:

under pressure. Colourless and odourless gas in natural state at any concentration. Commercial propane has an odourant added, ethyl mercaptan, which has an odour similar to boiling cabbage.

Vapour Pressure: Vapour Density:

1.52 (Air = 1)

4800 ppm

Hire Extinguishing Precautions:

Coefficient of Water/ Oil Distribution:

Mot available

With proper handling, transportation and storage, adding a chemical adourant such as ethyl mercaptan has proven to be a very effective warning device, but all odourants have certain limitations. The effectiveness of the odourant may be diminished by a person's sense of smell, by competing odours and by oxidation which may cause a potentially dangerous situation.

SECTION 4 - FIRE OR EXPLOSION HAZARD

Flash Point: -103.410

Method: Closed cup

Flammable Limits: Lower 2 4%, Upper 9.5%

Auto Ignition T. emperature: 432 °C

Hazardous Combustion Products: Carbon monoxide can be produced when primary air and secondary air are deficient while combustion is taking place

Fire and Explosive Hazards

: Explosive air -vapotii allowed

to leak to atmosphere.

Sensitivity to Impact: No.

Special Fire Fighting Equipment: monitors, for nozzles, self-contained breathing apparatus.

Protective clothing, hose

Use water spray to cool

Sensitivity to Static Discharge:

SECTION 5 - REACTIVITY DATA

Conditions To Avoid. Keep separate from oxidizing agents. Gas explodes spontaneously when mixed with chloride dioxide

Incompatibility: Remove sources of ignition and observe distance requirements for storage tanks from combustible material, drains and openings to building.

vISOS-Propane-32003-2 01/11)

Hazardous Decomposition Products: and secondary air can produce carbon monoxide

Hazardous Polymerization:

water spray or flooding.





SECTION 6 - TOXICOLOGICAL PROPERTIES OF MATERIAL

Routes of Entry: Skin Contact, Eye Contact, Inhalation

Inhalation: Simple asphyxiant. No effect at concentrations of 10,000 ppm (peak exposures). Higher concentrations may cause central nervous system disorder and/or damage. Lack of oxygen may cause dizziness, loss of coordination, weakness, fatigue, euphoria, mental confusion, blurred vision, convulsions, breathing failure, coma and death. Breathing high vapour concentrations (saturated vapours) for a few minutes may be fatal. Saturated vapours may be encountered in confined spaces and/or under conditions of poor ventilation. Avoid breathing vapours or mist.

Skin and Eye Contact: Exposure to vapourizing liquid may cause frostbite (cold burns) and permanent eye damage.

Ingestion: Not considered to be a hazard.

Acute Exposure: Contact with Liquefied Petroleum Gas may cause frostbite or cold burns. Propane acts as a simple asphyxiant as oxygen content in air is displaced by the propane. At increasing concentration levels, propane may cause dizziness, headaches, loss of coordination, fatigue, unconsciousness and death.

Chronic Exposure: No reported effects from long term low level exposure.

Sensitization to Product: Not known to be a sensitizer.

Occupational Exposure Limits: American Conference of Governmental Industrial Hygienists (ACGIH) lists as a simple asphyxiant.

ACGIHITLY: 1000 ppm

Carcinogenicity, Reproductive Toxicity, Teratogenicity,

Mutagenicity: No effects reported.

Other Toxicological Effects: None

SECTION 7 - PREVENTATIVE MEASURES

Eyes. Safety glasses or chemical goggles are recommended when transferring product.

Skin. Insulated gloves required if contact with liquid or liquid cooled equipment is expected. Wear gloves and long

sleeves when transferring product.

Inhalation: Where concentration in air would reduce the oxygen level below 18% air or exceed occupational exposure limits

in section 6, self-contained breathing apparatus is required.

Ventilation. Use in well-ventilated areas. Use with explosion proof mechanical ventilation in confined spaces or poorly

ventilated areas.

SECTION 8 - EMERGENCY AND FIRST AID PROCEDURES

Eyes: Should eye contact with liquid occur, flush eyes with lukewarm water for 15 minutes. Obtain immediate

medical care.

Skin: In case of "Cold Burn" from contact with liquid, immediately place affected area in lukewarm water and keep

at this temperature until circulation returns. If fingers or hands are frostbitten, have the victim hold his hand next

to his body such as under the armpit. Obtain immediate medical care.

Ingestion: None considered necessary.

Inhalation: Remove person to fresh air, If breathing is difficult or has stopped, administer artificial respiration.

Obtain immediate medical care.

Spill or Leak: Eliminate leak if possible. Eliminate source of ignition, Ensure cylinder is upright. Disperse vapours with hose

streams using fog nozzles. Monitor low areas as propane is heavier than air and can settle into low areas. Remain upwind of leak. Keep people away. Prevent vapour and/or liquid from entering into sewers, basements

or confined areas.

SECTION 9 - TRANSPORTATION, HANDLING AND STORAGE

 Transport and store cylinders and tanks secured in an upright position in a ventilated space away from ignition sources (so the pressure relief valve is in contact with the vapour space of the cylinder or tank).

Flammable Gas 2.1

 Cylinders that are not in use must have the valves in the closed position and be equipped with a protective cap or guard. Do not store with oxidizing agents, oxygen, or chlorine cylinders.

Empty cylinders and tanks may contain product residue.

Do not pressurize, cut, heat or weld empty containers.

 Transport, handle and store according to applicable federal and provincial codes and regulations.

TDG Shipping Name: Liquefied Petroleum Gas (Propane)

PIN Number: UN1075

SECTION 10 - PREPARATION INFORMATION

Transportation of Dangerous Goods (TDG)

Prepared by: Superior Propane

TDG Classification:

Health Safety and Environment Team

Telephone: (403) 730-7500 Revision: January 17, 2011 Supersedes: March 1, 2008

The information contained herein is believed to be accurate. It is provided independently of any sale of the product. It is not intended to constitute performance information concerning the product. No express warranty, implied warranty of merchantability or fitness for a particular purpose is made with respect to the product information contained herein.