Phase I Guidance Document

For

Medium and Large Propane Facilities Requiring Level 2 RSMPs

Fire Service Information Request for Propane Facilities with a Volume of Propane Greater Than 5,000 USWG

Note:

Some versions of Adobe Reader will not allow users to save this file after completion. Use compatible versions of Adobe software when possible.

This Review Template has been created in partnership with the following stakeholders;

Ontario Association of Fire Chiefs

Ontario Municipal Fire Prevention Officers Association

Fire Fighters Association of Ontario

City of Toronto

Office of the Fire Marshal

Emergency Management Ontario

Introduction

In December 2010, the Government of Ontario approved changes to Regulation 211/01 pertaining to Risk and Safety Management Plans (RSMPs). The government adjusted the RSMP process for small facilities by creating a new process for facilities with lower total capacities of propane on site. Medium and large facilities, with volumes of propane greater than 5,000 USWG, require an RSMP that is completed by a professional engineer. This guidance document has been developed for medium and large propane facilities.

O. Reg. 211/01, as amended by 440/08 and 464/10, extends the license renewal date for all propane operators by an additional 120 days. When all other licensing requirements are met, the TSSA will issue a licence conditional on the operator completing the risk mitigation and control measure(s).

Fire services should know and understand their responsibilities within the propane regulations. Fire service approval is required for the *fire safety, fire protection and emergency preparedness* components of a Level 2 RSMP. O. Reg. 211/01, including all amendments, can be found at the following web link: <u>http://www.search.e-laws.gov.on.ca/en/isysquery/dfc99ed0-484a-451f-b19d-31634d68c5a7/1/doc/?search=browseStatutes&context=#hit1</u>. Licensing details

including recent changes for the Level 2 RSMP can be found in the TSSA Advisory FS 183–10, found at the following web link: <u>http://www.tssa.org/viewNews.asp?ID=607</u>.

The OFM has developed guidance documents to assist fire services with Level 2 RSMP reviews. The guidance documents consist of two (2) components - data collection and approval process guidance. This document provides local fire service and municipal information, and focuses on fire service training, equipment, and staffing capabilities. These details are required by the propane engineer to develop an RSMP.

Propane operators should complete Section 1 prior to seeking fire service input for fire safety, fire protection and emergency preparedness capabilities. The fire service where the propane facility resides should then complete the remaining sections. Fire services may complete the document electronically early and prepare for document requests. Your fire service should encourage local propane operators to submit their Level 2 RSMP as early as possible, especially when municipal resources are limited, to ensure timing issues are not encountered.

February 18, 2011	Phase I Data Collection	Release OFMPSCB
Status – Release B	Fhuse I – Data Collection	Page 1 of 12

THIS SECTION TO BE COMPLETED BY PROPANE OPERATOR

1.0 <u>Request for RSMP Approval – Propane Operator</u>

Application

Date:

1.1 Propane Company Information

Propane L	icense Holder Information – Site Location
Company Name	
Address	
Address	
City	
Postal Code	
Contact Name	
Contact Details	
Owner Name	
Owner Contact Details	
Propane L	icense Holder – Mailing Address (if different)
Company Name	
Address (Mailing)	
Address (Mailing)	
City	
Postal Code	
Contact Name	
Contact Details	
Engineerii	ng Firm Representing Propane Company
Company Name	
Address	
Address	
City	
Postal Code	
Contact Name	
Contact Details	

February 18, 2011	Phase I – Data Collection	Release OFMPSCB
Status – Release B		Page 2 of 12

1.2 **Propane Operation Details**

Operation Details			
Describe the nature of the operations that will occur (tank filling, types of transfer, tank sizes, storage types and capac	at this location: ities, trucking details)		
Volume of largest tank at the propane location			
Total capacity at this location (USWG or L)			
Hazard distance calculated using TSSA guidelines			
Provide a table to show the inventory of containers stored at this site? (full and empty)			

February 18, 2011	Phase L. Data Collection	Release OFMPSCB
Status – Release B	Thuse I – Data Conection	Page 3 of 12

REMAINDER OF DOCUMENT TO BE COMPLETED BY THE FIRE SERVICE

Fire Service Check Point

Check Point				
The submission to TSSA requires the license holder to include a letter from the municipality where the facility is located indicating that the use of the facility for its intended purpose does not contravene the zoning by-laws of the municipality (O. Reg. 211/01 as amended)	Yes	No		
Has the fire service notified municipal zoning of the RSMP application?				
Has the CEMC for the municipality been notified of the RSMP application?				

Fire Service Location Details

Municipal Information				
Municipality / Region				
Address				
Address				
City				
Postal Code				
Clerk				
Phone				
Fax				
Email				
Alternate (if applicable)				
Phone				
Fax				
Email				

February 18, 2011	Phase I Data Collection	Release OFMPSCB
Status – Release B	1 huse 1 – Dulu Collection	Page 4 of 12

Fire Service Information				
Fire Service Name				
Address				
Address				
City				
Postal Code				
Fire Chief				
Phone				
Cell				
Fax				
Email				
Alternate Contact				
Phone				
Cell				
Fax				
Email				

Fire Service Staffing and Equipment

Staffing							
Staffing numbers are provided for information purposes only. These numbers reflect the fire service size, not the number of firefighters that will attend the scene. The first alarm will show the approximate crew size that will attend the scene when an emergency occurs depending on dispatch protocols. The first alarm may not represent the total staff that would attend the emergency.							
Position # Full Time # Part Time # Volunteer # Available on firs alarm							
Fire Chief							
Deputy / Assistant Chief							
Suppression							
Prevention							

February 18, 2011	Phase I – Data Collection	Release OFMPSCB
Status – Release B		Page 5 of 12

Fire Service Equipment					
Provide a list of all fire service apparatus that will be responding to this specific propane site should an event occur. List apparatus as pumpers/engines, tankers or aerial devices. Combination units should be shown for the intended use as a pumper/engine or tanker. Note: Apparatus shown in this section are for information purposes only. Unforeseeable situations such as maintenance or other emergency responses may limit apparatus availability. Total pump capacity may be limited by the water supply available or the number of apparatus available. Operations may require pumpers to be assigned to water supply and the site					
Truck ID (P1, T1 or L1)	Pumper	Tanker	Elevating Device	Pump Capacity (GPM or LPM)	Water Capacity (Gal or Litres)
Total Pump Capacity available (units)					
	То	tal Mobile	Water Capacity availa	ble on trucks (units)	

February 18, 2011	Phase I – Data Collection	Release OFMPSCB
Status – Release B		Page 6 of 12

Fire Service Agreements

Automatic / Mutual Aid Agreements

Automatic aid agreements may exist for areas where propane facilities are located. The municipality where the propane tank resides is ultimately responsible for the RSMP. Both fire services should work together to determine response details for initial and long term operations when Automatic Aid plans exist.

Mutual aid agreements have no impact on the RSMP plan but do indicate that additional resources may be available if there is a requirement for ongoing operations.

Both plans should consider the level of training and authority the fire service may have for a propane leak or fire.

	Yes	No
Do you have any automatic aid agreements with neighbouring fire services that will provide first response to the propane facility?		
Do you contract out fire protection services?		
Are you a member of a mutual aid plan?		

Distance to Propane Site and Response Time

Fire Service Response Details	
The fire service should identify how many fire stations are located in the municipality and reference an approximate distance to the closest municipal fire station for response. Municipal resources should be shown in this table since the contacted fire service may not be available to respond at all times.	
How many fire stations are within the municipality?	
What is the approximate distance to the propane facility from the closest municipal fire station (Km)?	
The fire service should provide the average response time for their first arriving responding station. The time noted should be used as an ordinary response til increase response time are not predictable. Average times should be noted as factors that influence response setup are not	crew from the closest me as other factors that t predictable.
What is the approximate First Response time? (First arriving crew to complete scene assessment)	
What is the expected time to assemble a full complement of crews to support operations (approx. minutes)?	

February 18, 2011	Phase I Data Collection	Release OFMPSCB
Status – Release B	1 hase 1 – Data Conection	Page 7 of 12

Water Supply

Pressurized Water Supply Details

Fire services should evaluate water supply and identify if there are any limitations with available water volume.

Your fire service should also determine the type of water delivery they will use if elevated devices are not available. Establishing monitors for tank cooling may place staff too close to the hazard if appropriate appliances and water supply is not available.

	Yes	No
Is a pressurized water system available at the propane facility site?		
Is the water main located in a dead end system that will limit the amount of water available at the propane facility?		
What size of water main is available at the propane facility? (Nominal water pipe size)		
What is the approximate flow volume available from hydrants? (GPM or Lpm)		
What is the maximum pump capacity for water supply that can be achieved with current fire apparatus? (GPM or Lpm)		
What is the maximum distance from the propane tanks that a master stream can reach? (Master streams are 500 GPM or more)		

*** Note: 1 Gallon/minute = 3.78 Litres/minute

Non- Pressurized Water Supply Details

Fire services should evaluate water supply and identify if there are any limitations with available water volume.

Available water supply may be limited by the water supply or the apparatus available.

Your fire service should also determine the type of water delivery they will use if elevated devices are not available. Establishing monitors for tank cooling may place staff too close to the hazard if appropriate appliances and water supply is not available.

What is the distance to the closest approved water supply with year round	
access?	
(FUS approved)	
What is the maximum pump capacity for water supply that can be achieved with current fire apparatus?	
(GPM or Lpm)	
How long would it take to establish this water supply? (approx time)	
What is the maximum distance from the propane tanks that a master stream	
can reach?	
(Master streams are 500 GPM or more)	

February 18, 2011	Phase I Data Collection	Release OFMPSCB
Status – Release B	1 nase 1 – Data Conection	Page 8 of 12

Fire Service Response Details

Fire Service Response	Considerations
The engineer must consider the capabilities of your fire se strategy in the RSMP. It will be important to provide accur and training to ensure the RSMP closes any identified res	prvices when determining a mitigation rate information about response capabilities ponse gaps.
Current Level of HAZMAT training that the fire service has obtained	
Provide fire service operation details that a propane comp event of a propane leak or fire. (Example of Service Operations: Dispatch protocols will have a 1st response alarm of 3 response location apparatus abc, our fire service has awareness level training, will establis operational limitations, fight fire from a safe distance, will await technical	any could expect from your fire service in the is including apparatus XYZ, establish water supply with h safety zones, control fire within training and support from propane operator.)
List all intervention capabilities that the fire service can p (Provide specific details that identify mitigation actions the fire service wi	rovide. Il perform for this specific site)

February 18, 2011	Phase I Data Collection	Release OFMPSCB
Status – Release B	Thuse I – Data Conection	Page 9 of 12

Current Emergency Plans

Current Emergency Plans		
O. Reg. 211/01 as amended requires an emergency response and preparedness plan that provides for onsite and offsite procedures, including evacuation procedures, to be followed in the event of an incident or situation. The evacuation procedures set out in the RSMP will be available to the public, in print or electronic form as part of the regulatory requirements by TSSA.		
Are the following emergency plans available for release?	Yes	No
Emergency Response Plan (mandatory)		
Emergency Social Services Plan		
Emergency Public Information Plan		
Emergency Evacuation Plan		
Does the municipality currently have an early notification system to alert the propane facility and adjacent properties to evacuate if required?		

Additional Information

Additional Information	
List any further details that you may wish to provide the pro RSMP. (Example: The fire service needs to determine whe or to receive the elements of the RSMP that are only relate emergency preparedness.) Communicate any known timing constraints for the fire ser are estimated to take 60 days, additional time may be requ	opane company for the preparation of the ether it wishes to receive a complete RSMP ed to fire safety, fire protection, and vice to review a Level 2 RSMP. Reviews uested when municipal resources are limited
and should be communicated to the propane operator. En timing issues are not encountered.	courage operators to provide plans early so
Document prepared by:	
Date:	

February 18, 2011	Phase I Data Collection	Release OFMPSCB
Status – Release B	Phase I – Data Collection	Page 10 of 12