



## ERAC Plan Participant ERAP Readiness and Review Self-Assessment Questionnaire

Complete the following questionnaire to the best of your ability. Once completed, please submit using the button at the bottom of this questionnaire or email a copy to Patrick Knight, Manager, Safety & Quality at [patrick.knight@erac.org](mailto:patrick.knight@erac.org).

**Company Name:**

**Contact Name:**

**Phone Number:**

**Email:**

Emergency Response Assistance Plans (ERAPs) must address the following basic elements of emergency response:

### Section 1: Hazard Identification and Analysis

A Potential Accident Analysis is included in the ERAP as per section 7.2(h) of the TDG Regulations, including an analysis of how an accidental release could occur, potential consequences related to a release and response actions that can be taken to mitigate the release or potential release.

#### Question 1:

As an ERAP holder, you have previously identified the products, quantity, means of containment and shipping corridors through which your products are shipped. Has anything changed that you have not updated with ERAC?

**Yes**

**No**

**If yes, please indicate what has changed.**

#### Question 2:

Are your emergency contacts readily available at any time to provide ERAC with a Safety Data Sheet for every product or shipment covered by an ERAP for which ERAC has responsibility during an incident?

**Yes**

**No**



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### Section 2: Roles and Responsibilities

The roles and responsibilities of key personnel are described in your ERAP, including your company personnel authorized to activate the ERAP.

#### Question 3:

As an ERAP holder, is your list of emergency contact personnel and their contact information current with ERAC?

**Yes**                      **No**

**If no, please indicate what has changed.**

#### Question 4:

Do you update ERAC each time there is a change to your emergency contacts, products, volumes and transportation corridors?

**Yes**                      **No**

#### Question 5:

Do you complete regular audits of your emergency contact phone numbers?

**Yes**                      **No**

### Section 3: Third Party Agreements

An executed copy of the ERAC Plan Participation Agreement has been provided to the ERAP holder.

#### Question 6:

As an ERAP holder have you read and understood the ERAC Plan Participation Agreement?

**Yes**                      **No**



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### Section 4: Emergency Response Procedures

Your ERAP includes guidelines for critical tasks (e.g., damage assessment, planning, product transfer, containment, flaring and purging). ERAC's procedures and documents clearly identify how each of the processes will be managed.

#### Question 7:

Do your emergency contacts review the ERAP annually as provided by ERAC?

**Yes**                      **No**

#### Question 8:

Do you have any regulatory questions pertaining to your ERAP?

**Yes**                      **No**

**If yes, please provide your questions.**

#### Question 9:

Would you like more information on ERAC's preparedness and response program?

**Yes**                      **No**

### Section 5: Resource Contacts

Your ERAP includes a resource contact list for internal and external resources that are required to support ERAC's response (e.g., response contractors, suppliers, burn centres, air or marine charters, etc.).

#### Question 10:

Do you have any questions about resource contacts?

**Yes**                      **No**

**If yes, please provide your questions.**



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### Section 6: ERAP Activation

Your ERAP specifies the steps necessary for activation in an emergency and includes procedures to notify key response personnel.

#### Question 11:

Are your emergency contacts aware of their responsibilities during an ERAP notification and request for assistance?

**Yes**

**No**

#### Question 12:

Does your organization have an internal activation checklist of the steps necessary in the event of an ERAP incident, and is it being reviewed annually?

**Yes**

**No**

### Section 7: Resource Mobilization

ERAC as your ERAP response provider, has addressed mobilization of response resources, including identification of persons with the authority to mobilize resources.

#### Question 13:

Are you, as the Plan Participant, aware of what response resources may be mobilized?

**Yes**

**No**



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### Section 8: Training and Exercises

ERAC trains and assesses its responders for competence, both qualitatively and quantitatively.

#### Question 14:

ERAC offers the opportunity for Plan Participants to observe regional training and assessment events, held once a year in each region. These allow our Remedial Measures Advisors (RMAs), Technical Advisors (TAs), Response Team Leaders (RTLs), Alternate Team Leaders (ATLs) and response team members to test their skills and learn industry best practices. Would you be interested in attending a regional training?

**Yes**

**No**

#### Question 15:

Do you conduct tabletop exercises annually to help your organization plan for response to dangerous goods incidents?

**Yes**

**No**

#### Question 16:

Would you like ERAC to assist in the development of your Environmental Emergency (E2) plan or related tabletop exercise or drills?

**Yes**

**No**

Thank you for your participation and effort in helping to assure your organization's compliance and readiness in the event of an incident. We are here to help you succeed in managing your needs, efficiently and effectively.

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