

Appendix 2:

Sample Application for Facility Registration to Transport Canada

January 1, 2000

Transport Canada
Dangerous Goods Directorate
Attn: Facilities Registration
Place de Ville, Tower C
330 Sparks St., 9th Floor
Ottawa, Ontario K1A 0N5

Dear Sir,

Enclosed please find our application for registration to perform inspection, test, and re-test on TC 51 specification tanks and non-specification tanks for agricultural anhydrous ammonia.

Our facility will be using the NTSCC Quality Control Manual as prepared by CAAR and updated from time to time for all our inspection and testing procedures. A copy of this manual is available at our facility for your inspection.

Please find the following documents accompanying this letter:

- A completed application form for registration in the format prescribed by the Canadian Standards Association B620-03 standard.
- A description of our workshop facility.
- A list of testing and inspection equipment which is owned by our facility. The procedures for using this equipment are contained in the NTSCC manual.
- A list of staff credentials.
- A copy of the NTSCC Training certificate for each qualified trainee.

Thank you for your assistance in this matter. If you have any questions regarding this application, please contact me at 1-555-555-5555.

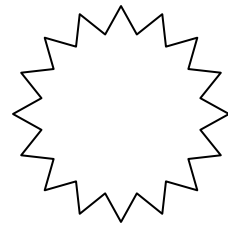
Sincerely,

John Smith

Chief Maintenance Supervisor, Smith's Fertilizers
Safety Officer, NTSCC

Certificate of Incorporation for the Province of Manitoba

Smith's Fertilizers was incorporated in the Province of
Manitoba in the year 1976.



Company Background

Smith's Fertilizers was established in 1976 by John Smith as a local fertilizer dealer specializing in anhydrous ammonia...

Since then, Smith's has expanded to include 5 sites that deliver anhydrous ammonia to farmer customers across the province of Manitoba and also eastern Saskatchewan. These 5 sites are situated at...

Smith's Fertilizers' main office is located outside of Brandon, MB, and has a workshop capable of conducting hydrostatic pressure tests for anhydrous ammonia nurse tanks and applicator tanks. Tanks will be brought to this shop from each of the other 4 satellite locations to be tested in accordance with CSA B620...

Etc...

Application for Facility Registration

Application for Registration as a Facility for the Manufacture, Modification, Assembly, Testing, Repair, or Inspection of Tanks Built in Accordance with the Specifications Included in CSA B620

Section A: Contact and Facility Information

1) Facility Information

Company Name Smith's Fertilizers	Company Telephone (555) 555-5555	Company Fax (555) 555-5556
Company Street Address 123 Any Street Brandon MB A1A 1A1	Company Mailing Address 123 Any Street Brandon MB A1A 1A1	

2) Local Contact

Local Contact Jerry Smith	Title Ammonia Safety Supervisor
Business Mailing Address Box 16 123 Any Street Brandon MB A1A 1A1	Telephone (555) 555-5550
	Fax (555) 555-5556

3) Corporate Contact

Corporate Officer John Smith	Title Chief Maintenance Supervisor
Business Mailing Address Box 5 123 Any Street Brandon MB A1A 1A1	Telephone (555) 555-5555
	Fax (555) 555-5556

(Continued)

Section A: Contact and Facility Information (continued)

4) Tank Specifications (Please check those functions for which you are applying, indicating with an "M" those functions that are mobile.)

		Leak test	Thickness test	Fluorescent test	Lining inspection	Visual inspection			Test/retest		Repair	Modification	Assembly	Manufacturer
						External	Internal	Upper coupler	Hydrostatic	Pneumatic				
Highway tanks	TC 406													
	TC 407													
	TC 412													
	TC 423													
	TC 306													
	TC 307													
	TC 312													
	TC 350													
	TC 331													
	TC 338													
	TC 341													
	Other (specify)													
Portable tanks	TC 11													
	TC 51					■			■					
	TC 60													
	Other (specify)					■			■					

"Other" denotes nurse tanks or applicator tanks used for agricultural anhydrous ammonia.

(Continued)

Indicate the material present in this application by checking "Yes" or "N/A" (Not Applicable):

Section B: Required Certificates/Legal Information

Yes N/A

☒☐

1) Letter of Incorporation, Letters Patent, evidence of registration as a company

☐☒

2) Certificate of Authorization for the ASME "U" stamp

☐☒

3) Certificate of Authorization from a provincial pressure vessel jurisdiction for manufacture or repair

☐☒

4) National Board of Boiler and Pressure Vessel Inspectors Certificate of Authorization for the "R" stamp

Section C: Facility Details

Yes N/A

☒☐

1) Workshop area description: approximate area (square metres/feet), number of bays, maximum tank size accommodation, address if different from company address

☐☒

2) Mobile unit information:
a) address of control location, location of documentation, and number of units;
b) complete description of units;
c) description of equipment carried in each unit; and
d) description of customer equipment and services in the field necessary for the mobile unit to function.

Section D: Quality Control

Yes N/A

☐☒

1) Quality control manual or manuals

☐☒

2) Decontamination and cleaning: equipment list

☐☒

3) Manufacture and repair: equipment list

☒☐

4) Testing: equipment list, procedures, checklist

☒☐

5) Inspections: equipment list, procedures, checklist

☐☒

6) Safety: equipment and established working procedures for checking decontamination and for working in confined spaces (attach written working procedures to this application)

Section E: Statements

- a) All design engineers, tank inspectors, testers, and welders are qualified and experienced in accordance with Clauses 8.1.5.1, 8.1.6, 8.1.7, and 4.3, respectively, of CSA B620. Evidence of this qualification is on file as described in the quality control manual.
- b) The quality control program described in the quality control manual is in place and operating as required by CSA B620.

Signed: John Smith (Corporate Officer named in Part 3 of Section A)

Date: January 1, 2008

Facility Details:**Workshop Description: Brandon Office Vehicle Shop**

- Two double bay truck shop, approximately 4800 sq. ft.
- Can readily accommodate four 2000 US gal nurse wagons
- Outside yard is fenced along the perimeter with a closing, lockable gate.

Equipment List for Testing and Inspection of Tanks, Accessories, and Safety Devices:

- Nurse truck and/or storage facility pumps/compressors to evacuate liquid anhydrous ammonia from nurse tanks.
- Water storage tanks with capable volume to flood two 2000 US gal. nurse tanks, and hold anhydrous ammonia-contaminated water (on transport trailer).
- High-capacity pumps to transfer water and waste water.
- High pressure pumps and pressure manifolds to conduct hydrostatic tests on vessels and hoses.
- Annually dead weight tested pressure gauges rated for maximum pressure of 1000 psi (three pairs with manifolds).
- Ladders, sufficient lighting, hand tools (scrapers, wire brushes, straight edges, depth gauges, measuring tapes, touch up paint for valve colour coding, adaptors for fill plugs and manifolds, new tags for hose test identification and marking).

Regarding tank cleaning and decontamination:

No confined space entry certification will be necessary due to application for TC 51 (or equivalent non-specification) tank tests only. Recapture of contaminated waste water is pumped from tested vessels into holding tanks and sprayed onto agricultural land before reaching approximately maximum 35% ammonia, where Ammonia Solution UN 2672 will be applied to the water transport unit.

Tank Inspector Qualifications:

- Each Safety Officer (recognized here as Tank Inspector) has a minimum of 10 years experience in the handling of anhydrous ammonia, a registered Safety Controller with the former Ammonia Field Tank Safety Program since 1999, the ability to determine if a tank conforms to a particular specification.

Tester Qualifications:

- Testers are familiar with the specification tanks on which the tests are performed.
- Testers are familiar with the test procedures and pass/fail criteria.
- Testers have at least one year experience performing the test, or will be supervised by an Inspector.
- Testers have been trained and are experienced in the use of the testing equipment.

Staff Credentials – Smith's Fertilizers

John Smith – Corporate Contact – Chief Maintenance Supervisor

- Nurse Tank Safety Program training November 10, 2007
- Ammonia Field Tank Safety Program participant since 1999
- TDG training recertification December 12, 2007
- WHMIS training recertification October 1, 2007
- CAAR NH3 Safety Training April 5, 2007
- 12 years incident free handling NH3 (transport, transfer, repairs, etc).

Jerry Smith – Local Contact – Ammonia Safety Supervisor

- Nurse Tank Safety Program training November 10, 2007
- Ammonia Field Tank Safety Program participant since 1999
- TDG training recertification December 15, 2007
- WHMIS training recertification October 3, 2007
- CAAR NH3 Safety Training April 5, 2007
- 10 years incident free handling NH3 (transport, transfer, repairs, etc).

Bill Jones – Tank Tester

- Nurse Tank Safety Program training November 10, 2007
- TDG training recertification December 2, 2007
- WHMIS training recertification October 10, 2007
- CAAR NH3 Safety Training April 15, 2007
- 2 years incident free handling NH3 (transport, transfer, repairs, etc).

John Thomas – Tank Tester

- Nurse Tank Safety Program training November 10, 2007
- TDG training recertification December 1, 2007
- WHMIS training recertification October 21, 2007
- CAAR NH3 Safety Training April 5, 2007
- 2 years incident free handling NH3 (transport, transfer, repairs, etc).

NTSCC Training Certificate for each trainee.

John Smith

