



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

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

This Level 1 RSMP applies to:

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

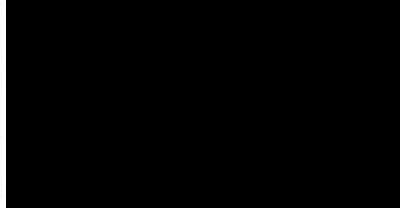
Failure to fully complete this form may result in rejection.
 Making a false statement may result in a fine or prosecution
 under the *Technical Standards and Safety Act*

Licence Number: 000076643364

Check applicable type of propane operations:

Cylinder Motor Fill Filling Plant Card/Keyback

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



SECTION A: GENERAL INFORMATION

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

Company Name: **Kautex Textron A Textron Company** Ontario Corporation No. (if applicable):

Operator Name (if different from above):

Telephone No: 519-974-6656 Fax No: 519-978-9878 E-mail: larry.reid@kautex-textron.com

B Street No: 2701 Street Name / 911 Number / Address, if applicable: **Kautex Drive**

Town / City or Township / County: **Windsor** Province: **Ontario** Postal Code: **N8W 5B1**

Mailing address if different from above:

C Street No: Street Name / 911 Number / Address, if applicable:

Town / City or Township / County: Province: Postal Code:

Information on Container Refill Centre or Filling Plant

Location of facility:

D Street No: 2701 Street Name / 911 Number / Address, if applicable: **Kautex Drive** Nearest Major Intersection: **Kautex / Diesel**

Town / City or Township / County: **Windsor** Province: **Ontario** Postal Code: **N8W 5B1**

Name of Licence Holder: **Kautex Textron A Textron Company**

Name of a Senior Management person as defined in the regulation holding the Record of Training (ROT): **Larry Reid** ROT type: **400-04**

Municipality (or municipalities if the facility or its hazard distance touches multiple borders): **Windsor**

Hours of operation:

This document is valid until the next licence renewal date. You are required by law to notify TSSA of any change of information.

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Print name Name of Licence Holder: Kautex Textron A Textron Company	Signature 	Date (dd-mm-yyyy) 24 / 10 / 2011
Name of Senior Management person as defined in the Regulation holding the Record of Training: Larry Reid		10/25/11



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SECTION A: GENERAL INFORMATION (cont'd)

Indicate the year the facility was established.

1986

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	883-05
Tank 2		
Tank 3		

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

Fixed: 1 x 2000 USWG Portable: 12 x 30 = 105.6 USWG Mobile: X



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Name of person completing this form (please print)	Official Title	
Andrew Linton	Materials Manager	
Signature	Telephone No.	Date (dd-mm-yyyy)
	519-566-2622	24 / 10 / 2011



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SECTION A: GENERAL INFORMATION (cont'd)
Activity Information

Name of Propane Supplier(s) Aabco Propane Inc.		For Office Use - Party No.	
Street No. 5475	Street Name / 911 Number / Address, if applicable D'Cocco Court, P.O. Box 41		
Town / City or Township / Country Oldcastle		Province Ontario	Postal Code NOR 1L0
Telephone No. 519-737-9635	Fax No. 519-737-9137	Contact Name Andy Burton	
E-mail a.burton@aabcopropane.com			

Name of Propane Transporter. If same as above, please check box. <input checked="" type="checkbox"/>		For Office Use - Party No.	
Street No.	Street Name / 911 Number / Address, if applicable		
Town / City or Township / Country		Province	Postal Code
Telephone No.	Fax No.	Contact Name	
E-mail			

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

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

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SECTION B: EMERGENCY AND PREPAREDNESS RESPONSE PLAN

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

Description of the maximum volume, types and storage location of other hazardous materials on site, if any.

Class 1B gasoline stored in 45 gallon drums in detached storage area in the northwest corner of the property

Waste gasoline storage in a 500 gallon vessel outside of the fuel lab area in the northwest corner of the property

1100L totes of hydraulic oil, bearing and gear oil, Regal Complex lithium grease, Omala industrial lubricant, Vacuum pump oil and other such products stored outside in the northwest corner of the property. Other hazardous materials in small volumes (under 5 gallon) stored in hazardous materials storage cabinets

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

ABC Dry chemical portable extinguishers throughout the facility | Fire dampers | Battery powered emergency lighting |

Standpipe hose cabinets throughout the facility | Sprinkler system with lightweight mains, welded outlets and joined by grooved fittings and couplings

- threaded lines of schedule 40 pipe utilizing standard weight screwed fittings | Cummins model 6BtA 5.9F1 internal combustion engine for fire pump

(2) - Halonite extinguishers are located in the computer control area

List of fire protection controls (e.g., fire detection systems, fire notification systems, alarm systems, automatic shut off devices, fusible links, etc.) and describe their function, use and operation.

A Cerberus Pyrotronics single stage Fire Alarm System is located in the main entrance and is monitored by Unique Communications Monitoring

Tomatech Inc. diesel engine fire pump controller.

See 3.0 - PAGE 8 (Fire Protection Equipment)

Alarm company - Unique Communications 1-800-357-5525

Maintenance and testing schedule for fire protection controls and devices.

Tomatech diesel engine fire pump controller inspected / tested annually through 401Truckservice Inc.

Fire alarm system coordinated through Unique Communications on a monthly basis

Vipond Fire inspects portable extinguishers and standpipe hose cabinets monthly & tests fire alarm and sprinkler alarm monthly

Vipond Fire also conducts an inspection of the standpipe system on an annual basis and runs the diesel engine on a monthly basis

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

1. Contacts for Emergency Response

1. Facility Contact Personnel - Key Contact

Name Mike Moniz	For Office Use - Party No.
Official Title EHS Manager	
Telephone No. 519-551-9521	Fax No. 519-251-7648
E-mail Mike.Moniz@Kautex.Textron.com	
Role and responsibilities in emergency Primary liaison with emergency response personnel. Assist fire department as may be required. Notify fire department in case of false alarm.	

5. Facility 24-Hour Contact Person

Name Mike Moniz	For Office Use - Party No.
Official Title EHS Manager	
Cell No. 519-551-9521	Fax No. 519-251-7648
E-mail Mike.Moniz@Kautex.Textron.com	
Role and responsibilities in emergency Emergency Response Liaison	

2. Facility Contact Personnel - Alternate Contact

Name Hauke Eichhorst	For Office Use - Party No.
Official Title Technology Manager	
Telephone No. 519-566-3860	Fax No. 519-251-7648
E-mail hauke.eichhorst@kautex.textron.com	
Role and responsibilities in emergency Provide building keys & building drawings or blueprints. Emergency Response Liaison.	

6. Name of Facility Manager

Name Larry Reid	For Office Use - Party No.
Official Title VPO Operations	
Telephone No. 519-562-4359	Fax No. 519-251-7648
E-mail Larry.Reid@Kautex.Textron.com	
Role and responsibilities in emergency Assist where required	

3. Local Fire Services - Key Contact

Name Steve LaForet	For Office Use - Party No.
Official Title Deputy Fire Chief	
Telephone No. 519 253 3016 #253	Fax No. 519-255-6832
E-mail slaforet@city.windsor.on.ca	
Role and responsibilities in emergency Incident Commander	

7. Propane Supplier Key Contact Person

Name Andy Burton	For Office Use - Party No.
Official Title Advisor	
Telephone No. 519-735-9635	Fax No. 519-737-9137
E-mail a.burton@aabcopropane.com	
Role and responsibilities in emergency Advisor	

4. Local Fire Services - Alternate Contact

Name Brian McLaughlin	For Office Use - Party No.
Official Title Deputy Fire Chief	
Telephone No. 519 253 3016	Fax No. 519-255-6832
E-mail bmclaughlin@city.windsor.on.ca	
Role and responsibilities in emergency Alternate Incident Command	

8. Municipal Contact

Name Valerie Critchley	
Official Title City Clerk	
Telephone No. 519-255-6222 x.6434	Fax No. 519-255-6868
E-mail vcritchley@city.windsor.on.ca	
Municipality Windsor	

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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.

No measures that exceed the minimum codes or standards

CSA B149.2 Propane Storage and Handling Code.

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

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

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

Training Date (dd-mm-yyyy) 10 / 12 / 2011	Print Name of Training Provider: Kautex
	Print Name of Instructor: Mike Hitchcock
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

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

Training Date (dd-mm-yyyy) 10 / 12 / 2011	Print Name of Training Provider: Kautex
	Print Name of Instructor: Mike Hitchcock
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

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

Training Date (dd-mm-yyyy) 07 / 07 / 2013	Print Name of Training Provider: Propane License Training
	Print Name of Instructor: Aabco Propane
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Training Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

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

4. Emergency Training Plan for Coming Year

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

Target Date (dd-mm-yyyy) 30 / 01 / 2012	Print Name of Training Provider: Kautex
	Print Name of Instructor: Mike Moniz
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:


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

Target Date (dd-mm-yyyy) 30 / 01 / 2012	Print Name of Training Provider: Kautex
	Print Name of Instructor: Mike Moniz
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

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

Target Date (dd-mm-yyyy) 30 / 01 / 2012	Print Name of Training Provider: Kautex
	Print Name of Instructor: Mike Moniz
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:
Target Date (dd-mm-yyyy)	Print Name of Training Provider:
	Print Name of Instructor:

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

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

5. Emergency Response Communications Plan

Warnings and Actions

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

See Appendix A - Emergency Response Plan - PAGE 19 (2.3.3 Procedure)

The Supervisor that did initiate the alarm will meet with the Senior Fire Officer on scene and will convey as much information as is requested.

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).

See Appendix A - Emergency Response Plan - PAGE 19 - (2.3.3 Procedure)

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).

See Appendix A - Emergency Response Plan - PAGE 19 (2.3 Procedure)

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

The propane location is accessible both NORTH & SOUTH on Kautex Drive. The tank can be accessed and seen from Kautex Drive.

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

The Environmental Health & Safety Manager is assigned and trained to work with the authorities as required.

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

(15) Minutes

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

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

6. Building and Site Security and Procedures

	Yes	No
1. Does the propane location have controlled access to limit unnecessary risk and entry (lock out procedures)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Is there adequate night lighting at the site?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Are procedures in place that ensure access routes, aisles, storage area, filling areas and the grounds are kept clear from unwanted materials?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Are there procedures that capture and record the daily inspection of hoses and inspection requirements for filling systems and mechanical devices used in the transfer of propane?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Does the facility have procedures that include a process to isolate and purge any overfilled propane cylinders?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Are weighing systems validated for accuracy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Are storage areas clearly marked with the vessels' capacity status (i.e., filled, empty, purged and other hazardous materials)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Are quality assurance procedures in place to ensure that all valves are closed after the propane cylinders are filled?(e.g., QCC valves)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Is the schedule of maintenance and testing activities retained on site?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

7. Water Supply

The propane licence holder should work with the local fire department to determine water supply capabilities that are available based on the propane facility's location.

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

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

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

8. Licence holder and local Fire Services Review

To be completed by the Local Fire Services	Yes	No
Has the local fire service had an opportunity to review the Emergency Response and Preparedness Plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If not, please explain (e.g., no fire services):		
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 SERVICES		
The undersigned has reviewed Section B of the Risk and Safety Management Plan Fire Services.		
Print name	Signature	Date (dd-mm-yyyy)
Local Fire Services Name		

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Name of person completing this form (please print) Andrew Linton	Official Title Materials Manager		
Signature 	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Telephone No. 519-566-2622</td> <td style="width: 50%;">Date (dd-mm-yyyy) 24 / 10 / 2011</td> </tr> </table>	Telephone No. 519-566-2622	Date (dd-mm-yyyy) 24 / 10 / 2011
Telephone No. 519-566-2622	Date (dd-mm-yyyy) 24 / 10 / 2011		



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SECTION C: SUBMISSIONS

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

Facility Site Plan.

The licence holder will submit a copy of the original facility site plan updated with the following information:

1. The storage location of fixed, portable, and mobile vessels
2. The maximum volume, types and storage location of hazardous materials.
3. Location of permanent structures on site.
4. Access and egress points and location of barriers.
5. Location of fire and emergency equipment (e.g., sprinkler systems, extinguishers, suppression systems) on site and location of fire hydrant or water supply where available.
6. Location of emergency shut off/shut down switches/valves.

Map of Surrounding Area.

The licence holder will submit a scaled aerial map of the surrounding area showing the following information:

7. The capacity and placement of the single largest propane storage vessel, including its setback from the front, rear and side property lines.
8. GPS co-ordinates of the single largest vessel.
9. Visual indication of the single largest fixed vessel and a circle made using the distance in Table 1 as the radius from the single largest fixed vessel.
10. Clear indication of the municipality or municipalities present within the circle.
11. Visual indication of property line information.
12. The location and name of roads within or abutting the site.
13. Key note to the drawing indicating the facility's municipal address, municipal lot number(s) and concession lines as applicable, and the date the map was prepared.
14. Address and contact information for each municipality (municipal clerk or secretary-treasurers of planning board). (Refer to page 5.)
15. Complete "Required Mapping Information from Updated Site Plan" in table below.

Required Mapping Information from Updated Site Plan

Date Map Prepared (dd-mm-yyyy) 07 / 09 / 2011	Capacity of single largest propane storage vessel (USWG) 2000 USWG
Tank setback coordinates. Indicate placement on the map.	
Front: 43.94 meters	Right side property line: 201.28 meters
Rear: 98.55 meters	Left side property line: 62.19 meters
GPS coordinates of single largest vessel: 42° 16' 49.23" N 82° 58' 30.25" W	

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SECTION C: SUBMISSIONS (cont'd)

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

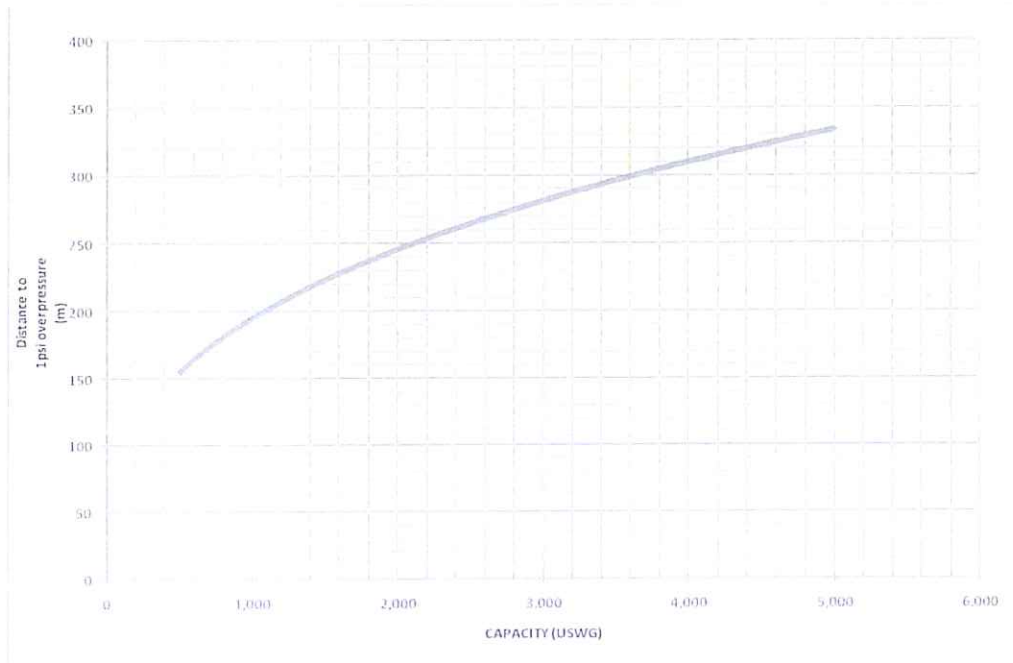
Table 1: Distance Table

Water Capacity (litres)	Nominal Water Capacity (USWG)	Distance to 1 psi overpressure (m)
1,890	500	155
3,780	1,000	195
4,920	1,300	213
6,620	1,750	235
7,130	1,885	241
7,560	2,000	246
18,900	5,000	333

Formula: $D = 16.94 \times (1.524 \times C)^{1/3}$
 D = Distance to overpressure of 1 psi (meters)
 C = Tank Total Capacity in USWG

Parameters: Density of Propane is 0.5033 kg per litre @ 15 C
 Assume all vessels are 80% full
 1 gallon [US, liquid] = 0.003785411784 cubic meter
 1 cubic metre = 264.17 USWG

Hazard Distance Chart (EPA-TNT model)



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SECTION C: SUBMISSIONS (cont'd)

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

As an accompaniment to the Map of Surrounding Area, provide the following information about buildings and features present within the circle in Table 2.

Table 2: Buildings and Features

Buildings and Features Present within the Circle on the Map of the Surrounding Area AND Name and Address of Closest Building or Feature	* Number of Buildings and Features (mark with an "X")				Distance from Tank to Closest Building or Feature
	0	1	2-10	11+	
Industrial buildings or parks or golf courses Name: <u>International Centre for Innovation</u> Address: <u>2855 Deziel</u> City: <u>Windsor</u> Province: <u>Ontario</u> Postal Code: _____			X		<u>114.23</u> m
Residential building units specifically permanent single family dwellings, condominiums, and apartments Name: _____ Address: _____ City: _____ Province: _____ Postal Code: _____	X				_____ m
Commercial building units specifically retail, restaurants, entertainment, theatres, and sporting complexes Name: _____ Address: _____ City: _____ Province: _____ Postal Code: _____	X				_____ m
Commercial building units – continuous occupancy specifically hotels, campgrounds, and resorts Name: _____ Address: _____ City: _____ Province: _____ Postal Code: _____	X				_____ m
Sensitive institutions specifically hospitals, schools and day cares, nursing and retirement homes, mental health institutions, and prisons Name: _____ Address: _____ City: _____ Province: _____ Postal Code: _____	X				_____ m
Emergency responders specifically fire stations, ambulance stations, and police stations Name: _____ Address: _____ City: _____ Province: _____ Postal Code: _____	X				_____ m

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

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) <u>Andrew Linton</u>	Official Title <u>Materials Manager</u>
Signature 	Telephone No. <u>519-566-2622</u>
	Date (dd-mm-yyyy) <u>24 / 10 / 2011</u>



Technical Standards and Safety Authority
www.tssa.org

14th Floor - Centre Tower
3300 Bloor Street West
Toronto Ontario M8X 2X4
Fax: 416.231.4903
Customer Service: 1.877.682.8772

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

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	24	230.88
# 30	8.8		
# 20	5.8		
# 10	2.9		
# 5	1.5		
Total Cylinder Capacity			

Tanks Stored On-site Not Connected for Use

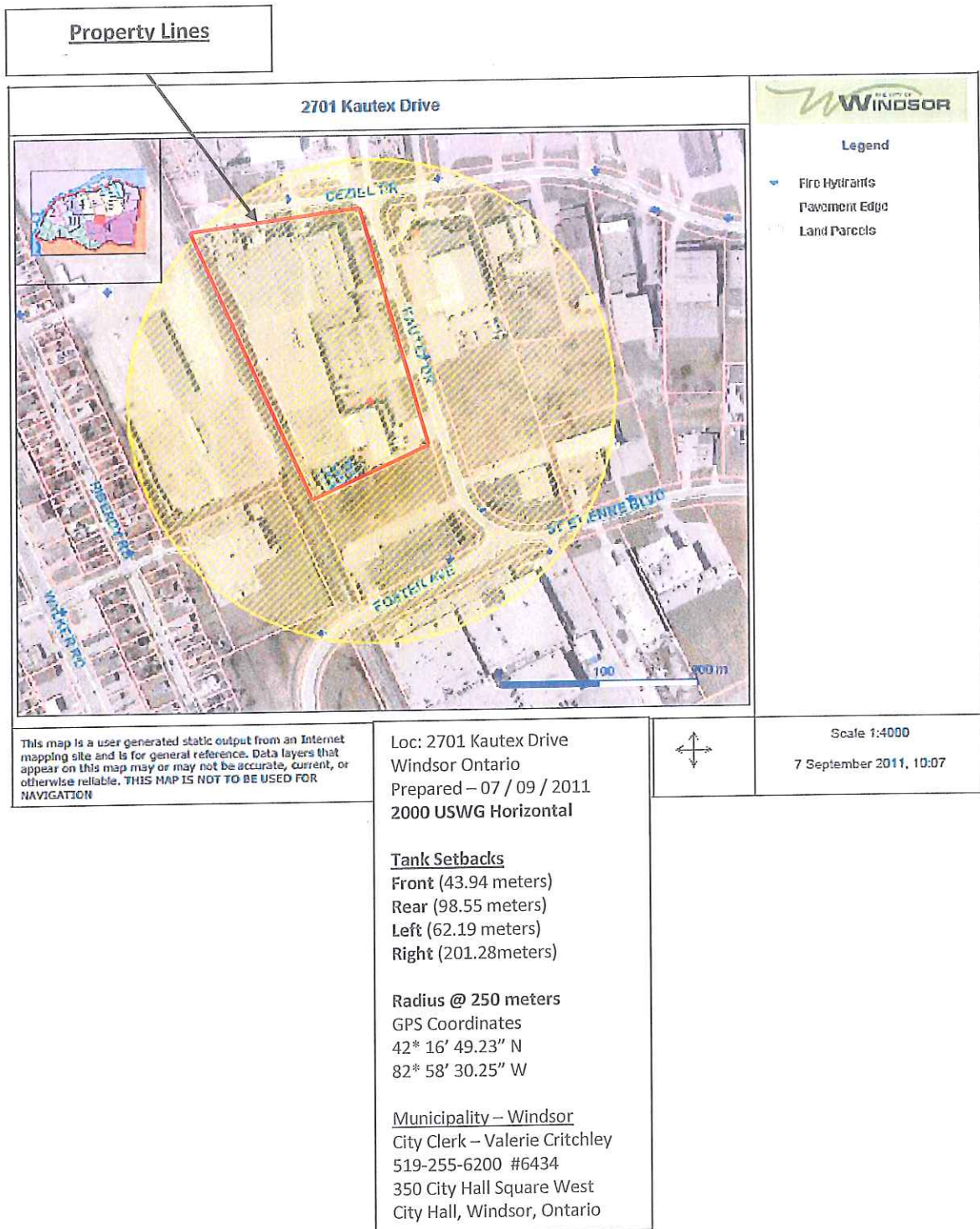
Tank Size In USWG	Quantity	Total Volume in USWG
0		
0		
0		
0		
0		
0		
0		
0		
0		
0		
Total Tank Capacity 0		

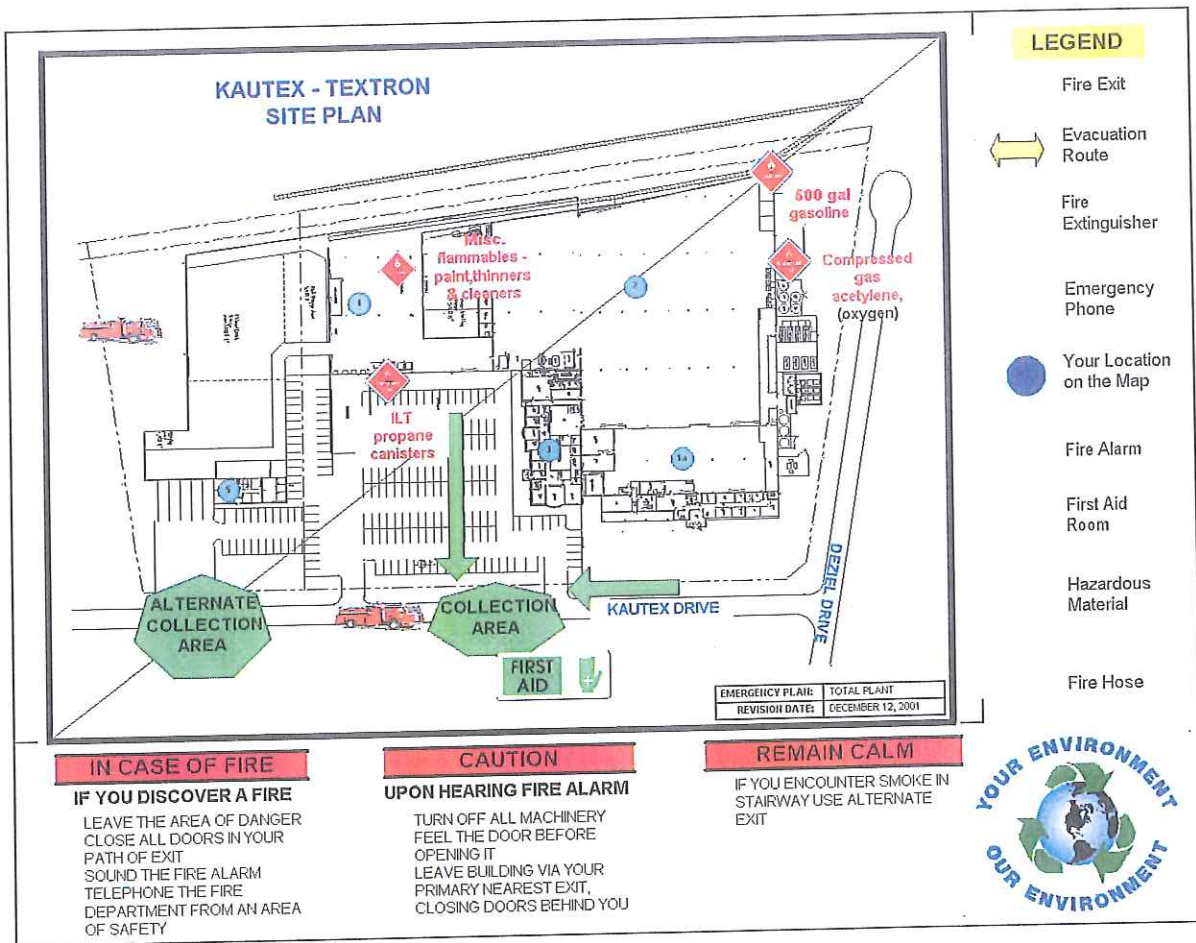
Total Cylinder Capacity	
Total Tank Capacity	
Total Portable Capacity	

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) Andrew Linton	Official Title Materials Manager
Signature 	Telephone No. 519-566-2622
	Date (dd-mm-yyyy) 24 / 10 / 2011

2.0 HAZARD DISTANCE IDENTIFIED





KAUTEX CORPORATION LTD.

Level 1 – Risk and Safety Management Plan (RSMP)

Technical Standards and Safety Act

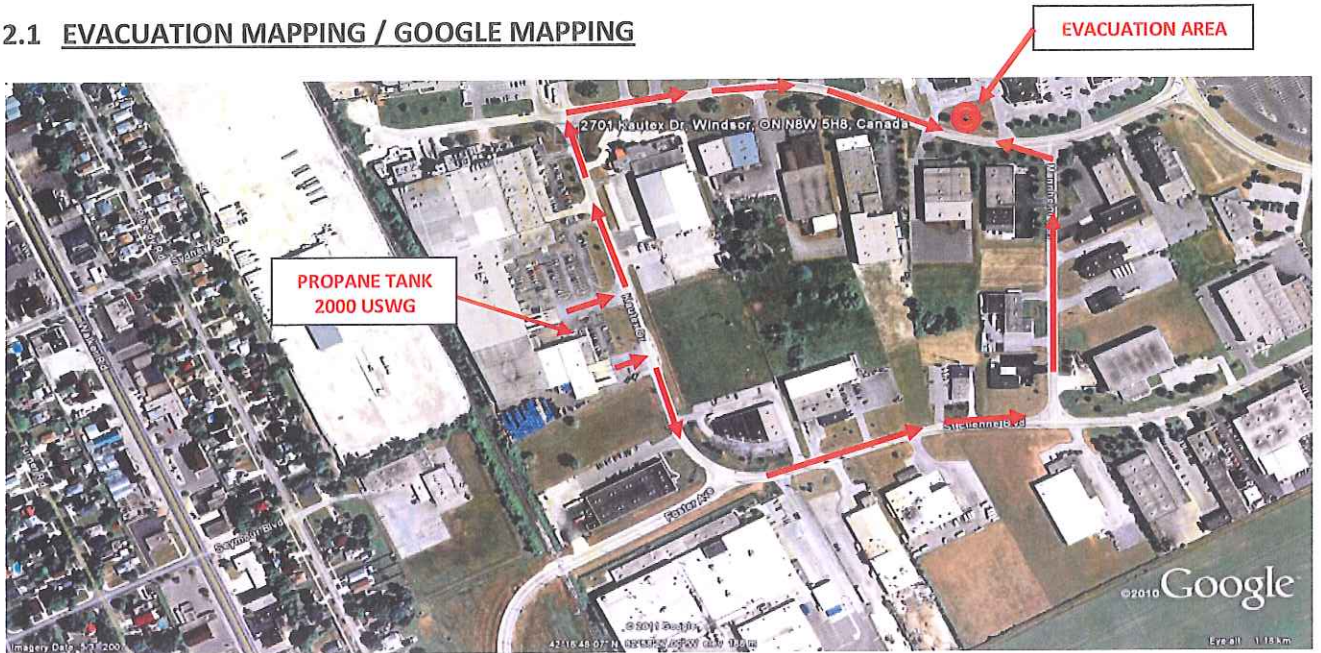
Propane Storage and Handling Regulations



TANK LOCATION / GOOGLE MAPPING



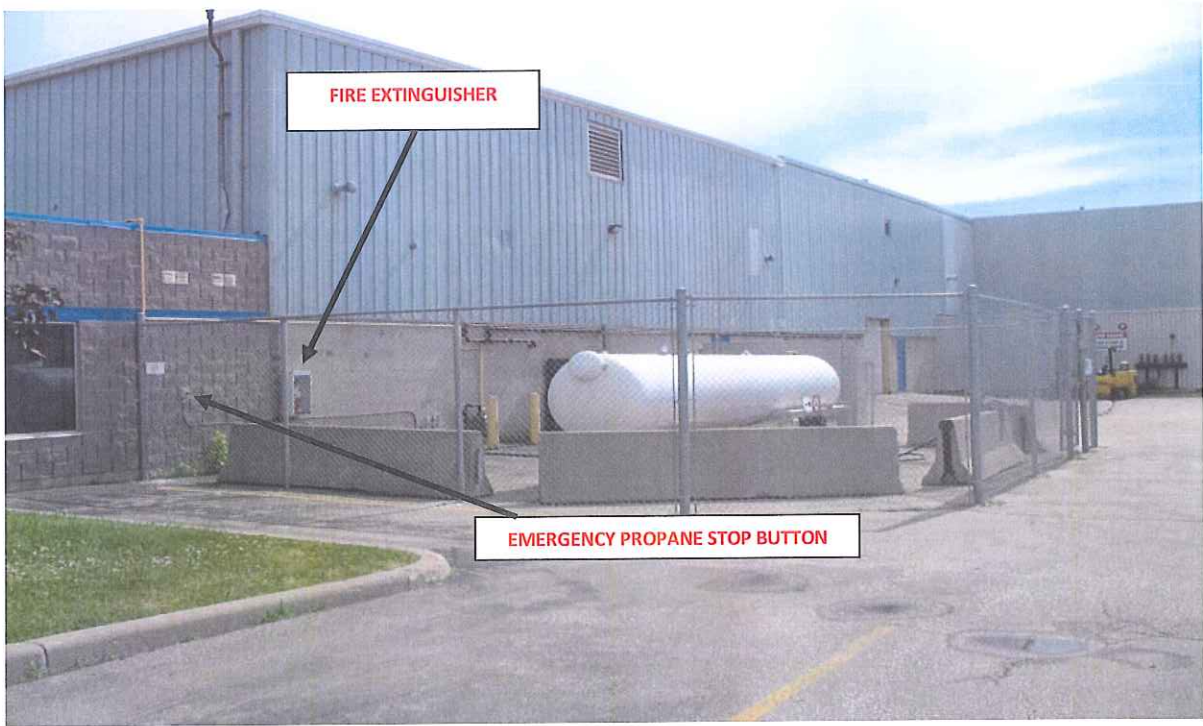
2.1 EVACUATION MAPPING / GOOGLE MAPPING

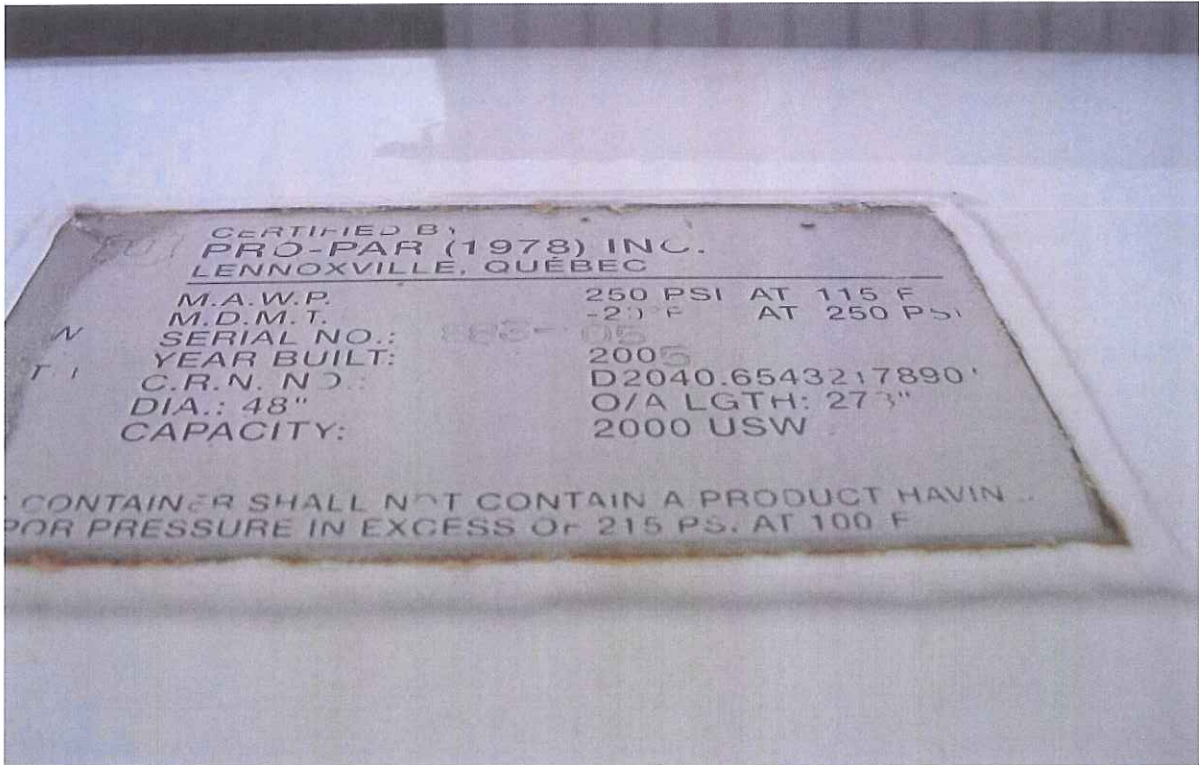


4.0 Facility Description – Propane Tank / 2000 USWG

This facility is designated as – HEAVY MANUFACTURING

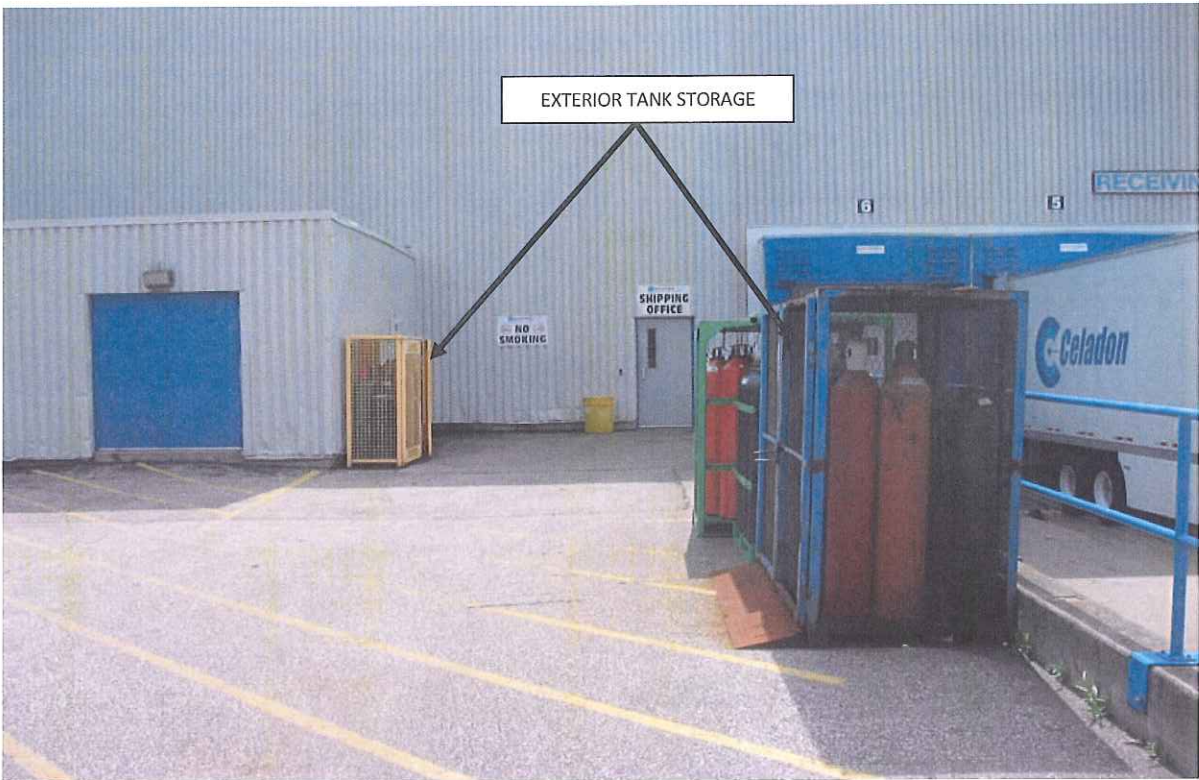






HYDRANT LOCATIONS











PUMP ROOM LIGHTING & POWER PANEL



FIRE PUMP DIESEL FUEL – TANK STORAGE



FIRE PUMP CONTROLLER PANEL



1 FACILITY DATA

Location: Kautex Textron
2701 Kautex Drive
Windsor, Ontario N8W 5B1

Phone: 519-974-6656

Fax: 519-978-9878

Access:

Kautex Textron, Windsor can be accessed from Central Ave. South to St. Etienne Blvd. West, to Kautex Ave. South.

