



Dangerous Goods Incident Worksheet

Step 1: Do not rush - Initial incident details				
Time and location	Date		Location of incident	
	Time activated			
	Time on site		Location of Incident Command Post	
	Time left site			
Weather at incident site	Time	Wind speed and direction	Temperature (°C)	Other information (e.g. initial isolation perimeter, conditions)
Notes				

Step 2: Secure the scene - Contacting local authorities and the carrier				
Local authority	Organization		Name/position	
	Telephone		Email	
Carrier information	Organization		Name/position	
	Telephone		Email	
Rail incident: Has the Rail Traffic Control Centre been contacted to ensure any rail lines are shut down?				
Rail Traffic Control Centre	Name		Position	
	Telephone		Email	

Step 3: Identify the hazards and assess the situation - From a safe distance				
Signs	Fire		Smoke	Fumes
	Leaks		Spills	Vapours
Container damage	Risks of:		Heat Induced Tear(s)	BLEVE(s)
Safety and environmental hazards	Electrical lines		Pipelines	Bent rails
Is the shipping document available?				
Log the dangerous goods on next page				

Step 3: Identify the hazards and assess the situation (continued)

Is the shipping document obtained? yes / no									
Dangerous goods	Container ID	UN#	Class	Shipping name	ERG Guide	Hazards	Evacuation distance (m)		
							Initial	Fire	

Is an evacuation required? Does the initial isolation zone need to change?	
Time	Evacuation/shelter in place, distance (m) and details

Monitor any changes in the situation	
Start the incident layout – Draft below or use the space in STEP 5 on last page	
Initial incident layout / notes	Containers, location, wind direction



Step 4: Get help – Communicate, inform and prepare to coordinate resources

Have they been contacted: CANUTEC / 24h Emergency number or ERAP telephone number?

CANUTEC: 1-888-CAN-UTEC (226-8832), 613-996-6666 or *666 on a cellular phone.

Units responding	Unit ID	Origin	Position under IC	
Resources	Organization	Origin	Personnel / equip.	Position under IC
Contact information	Name	Organization	Cell phone number	Email address



Step 5: Respond – Incident size up and strategy employed

Incident layout	Container(s), location, safety zones, wind direction, etc.
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Have all the critical considerations been included in the assessment?			
Are all the resources part of a timely, appropriate, safe and coordinated (TASC) response?			
Strategy	Non-intervention	Defensive	Offensive
Notes on strategy			
Other important information			
Has the plan been implemented successfully? Has progress been made?			
Reassess / Modify the Incident Action Plan			

