

JAGUAR ENERGY SERVICES, LLC 310 N Parkerson Ave Crowley, LA 70526 Original Date of Implementation: October 2013 New Effective Date:	Transportation of Hazardous Materials Plan Revision Date: Page 1 of 10
Reviewed By: Jared Monk	Date: 01/10/2022

Section 62.0 TRANSPORTATION OF HAZARDOUS MATERIALS AWARENESS

A. Purpose

The purpose of this procedure is to provide guidelines for **JAGUAR ENERGY SERVICES, LLC** personnel to properly transport and handle Hazardous Materials as defined by the Department of Transportation (DOT).

1. This will protect the environment and public from incidents involving the transportation of hazardous materials, and aid **JAGUAR ENERGY SERVICES, LLC** in complying with the regulations in Title 49 of the Code of Federal Regulations 171-180.

B. Scope

This procedure is designed to regulate the transportation and packaging of hazardous materials.

1. It covers the requirements of Transportation of Hazardous Materials (HM 126 f) and will establish procedures in:
 - (a) The role of the DOT Hazmat Employee.
 - (b) Describing the purpose of the Hazardous Materials Table.
 - (c) Understanding the requirements concerning labels and placards.
 - (d) Describing the contents on shipping papers.
 - (e) Identifying the three options available for providing emergency response information

C. Responsibilities

1. The Safety Coordinator or his/her designee is responsible for ensuring that employees have completed the training required by this procedure.
 - (a) Additional responsibilities include:
 - (i) Ensuring that employees have been properly trained.
 - (ii) The implementation of this Policy.
 - (iii) Take corrective actions on all violations or suspected violations of this procedure.

JAGUAR ENERGY SERVICES, LLC 310 N Parkerson Ave Crowley, LA 70526 Original Date of Implementation: October 2013 New Effective Date:	Transportation of Hazardous Materials Plan Revision Date: Page 2 of 10
Reviewed By: Jared Monk	Date: 01/10/2022

- (iv) Documentation of completion by each employee.

2. The Safety Director is responsible for aiding in the implementation of this Procedure.
 - (a) Additional responsibilities include:
 - (i) Keeping the Safety Coordinator informed of any incidents related to this Procedure.
 - (ii) Conducting inspections to identify any violation of this Policy.

3. The supervisor in charge of each crew is responsible for protecting the safety of personnel and the environment while properly handling, shipping and/or receiving hazardous materials in their day to day work activities according to the requirements in this procedure.
 - (a) Additional responsibilities include:
 - (i) Ensure that all affected **JAGUAR ENERGY SERVICES, LLC** personnel have been made aware of the company's shipping and receiving procedures.
 - (ii) Ensure that all employees follow the procedures in this policy.
 - (iii) Report any environmental incidents to the Safety Coordinator.

4. **JAGUAR ENERGY SERVICES, LLC** personnel are responsible for helping the supervisor in protecting the safety of personnel and the environment while properly handling, shipping and/or receiving hazardous materials in their day to day work activities according to the requirements in this procedure.
 - (a) Additional responsibilities include:
 - (i) Completing the required training on this Policy.
 - (ii) Implementing the training on this Policy.
 - (iii) Recognizing hazards that could impact **JAGUAR ENERGY SERVICES, LLC**

D. Procedure

1. **Hazmat Employee**
 A HAZMAT Employee is a person that can perform any of the following:
 - (a) Loading, unloading, and handling of hazardous materials.

JAGUAR ENERGY SERVICES, LLC 310 N Parkerson Ave Crowley, LA 70526 Original Date of Implementation: October 2013 New Effective Date:	Transportation of Hazardous Materials Plan Revision Date: Page 3 of 10
Reviewed By: Jared Monk	Date: 01/10/2022

- (b) Testing, reconditioning, repairing, modifying, marking, or otherwise representing containers, drums, or packaging as qualified for use in the transportation of hazardous materials.
- (c) Preparing hazardous materials for transportation.
- (d) Has the responsibility for the safety of transporting hazardous materials.
- (e) Operates a vehicle used to transport hazardous materials.

2. **Hazardous Materials Table**

Hazardous Materials are defined and categorized in the DOT regulations.

- (a) The DOT lists the substances that may pose a danger during transportation in the Hazardous Material Table (49 CFR 172.101).
- (b) The Hazardous Materials Table can be thought of as an index that references specific safety requirements pertaining to a particular material.
- (c) The Hazardous Materials Table contains ten major columns:
 - (i) **Symbols:** There are five possible symbols that may be entered in this column which impose special conditions on shipments.
 - (i) T - fixed name
 - (ii) A - aircraft
 - (iii) D - domestic
 - (iv) I - International
 - (v) W - water reactive
 - (ii) **Hazardous Materials and Proper Shipping Names:** The DOT mandated shipping name for the hazardous material is listed in this column.
 - (i) This is the name that must be used to identify the substance on shipping papers.
 - (iii) **Hazard Class or Division:** This column identifies the hazard class assigned to specific substances.
 - (i) This information is useful in the labeling and placarding of shipments.
 - (iv) **Identification Numbers:** The UN standard reference number for the material is found in this column.

JAGUAR ENERGY SERVICES, LLC 310 N Parkerson Ave Crowley, LA 70526 Original Date of Implementation: October 2013 New Effective Date:	Transportation of Hazardous Materials Plan Revision Date: Page 4 of 10
Reviewed By: Jared Monk	Date: 01/10/2022

- (i) This must appear on shipping papers, labels, and placards.
- (v) **Packing Group:** In this column, a Packing Group Number of 1, II, or III is assigned.
 - (i) This number refers to increasingly restrictive packing requirements defined in the regulation.
- (vi) **Labels Required:** The wording to be used on package labels is identified in this column.
 - (i) The primary hazard and subsidiary hazards are listed.
- (vii) **Special Provisions:** The letters and numbers in this column refer to a set of special provisions found in 49 CFR 172.102.
 - (i) These special provisions usually refer to safety precautions pertaining to equipment design and operation.
- (viii) **Packaging Authorization:** This column is divided into three subheadings. Exceptions include Non-bulk Packaging Bulk Packing.

All numeric references in the subheadings refer to sections within 49 CFR 173. This referenced information pertains to packing regulations associated with the shipment of specific materials.

- (ix) **Quantity Limitations:** This column is divided into two subheadings, Passenger Aircraft and Railcars Cargo Aircraft.

The maximum quantities that can be offered in each mode of transportation is listed.

- (x) **Vessel Stowage Requirements:** This column is divided into two columns.
 - (i) Vessel Stowage
 - (ii) Other Stowage Provisions
 - (iii) These two columns provide information on the safe stowage of specific substances aboard ships.
 - (iv) The codes refer to requirements found in 49 CFR 176.84.
 - (v) The Hazardous Material Table is an essential tool in complying with the DOT's requirements concerning Shipping Papers, Packaging, Labeling, and Placarding.

JAGUAR ENERGY SERVICES, LLC 310 N Parkerson Ave Crowley, LA 70526 Original Date of Implementation: October 2013 New Effective Date:	Transportation of Hazardous Materials Plan Revision Date: Page 5 of 10
Reviewed By: Jared Monk	Date: 01/10/2022

3. DOT Hazard Classes

The DOT classification system is designed to identify the precautions necessary to ship particular hazardous materials.

- (a) Each Hazard Class has specific regulatory requirements concerning packing, segregation, and marking.
- (b) Hazardous materials within the same classification behave in much the same way.
- (c) Some of the classifications are further subdivided into divisions.
- (d) The level of hazard decreases as the division number increases.
- (e) There are nine DOT Hazard Classes:
 - (i) Class 1 - explosive materials
 - (ii) Class 2 - gases
 - (iii) Class 3 - flammable liquids
 - (iv) Class 4 - materials that are flammable solids
 - (v) Class 5 - oxidizers and organic peroxides
 - (vi) Class 6 - poisonous and etiologic materials
 - (vii) Class 7 - radioactive material
 - (viii) Class 8 - corrosive material
 - (ix) Class 9 - miscellaneous materials

4. Labels and Placards

The DOT requires that packages or containers of hazardous materials be marked to indicate their contents. (Refer to Attachment A)

- (a) Placards are large, brightly colored, diamond shaped signs applied to all four sides of bulk shipments of hazardous materials.
- (b) They show a symbol at the top indicating the type of hazard, a number at the bottom that indicates the DOT Hazard Class, and a description of the hazard ("Flammable"), or the UN Chemical ID Number in the middle.
- (c) Labels are similar to placards, but they are smaller and do not usually have the UN Chemical ID Number printed on them.
- (d) Labels are used on non-bulk shipments of individual packages.
- (e) The UN Chemical ID Number must be written on the package near the Label.
- (f) The DOT requires that certain colors be used on placards and labels.
- (g) Colors are associated with particular hazards:
 - (i) Orange - explosive hazards

JAGUAR ENERGY SERVICES, LLC 310 N Parkerson Ave Crowley, LA 70526 Original Date of Implementation: October 2013 New Effective Date:	Transportation of Hazardous Materials Plan Revision Date: Page 6 of 10
Reviewed By: Jared Monk	Date: 01/10/2022

- (ii) Red - flammable chemicals
- (iii) Green - nonflammable chemicals
- (iv) Yellow - oxidizers, organic peroxides, radioactive materials
- (v) Blue - water reactive chemicals
- (vi) Black- poisons and corrosives

5. Shipping Papers

Shipping Papers are a document that must accompany a hazardous material shipment and must include seven items:

- (a) Proper Shipping Name: The DOT name for the product is found in Column 2 of the Hazardous Materials Table.
- (b) Hazard Class: The general hazard category assigned to the substance is found in Column 3 of the Hazardous Materials Table.
- (c) UN/NA Identification Number: UN standard reference number for the substance is found in Column 3A.
- (d) Packing Group: The Packing Group number is found in Column 5 of the Hazardous Materials Table.
- (e) Total Quantity: The weight or volume, as appropriate, for each hazardous material being transported.
- (f) Shipper's Certification: The Shipper's Certification is a certification signed by a representative of the shipper.
 - (i) It states "This is to certify that the above named materials are properly classified, described, packaged, marked, labeled, and are in proper condition for transportation according to the applicable regulations of the Department of Transportation".
 - (ii) Emergency Response Telephone Number is a telephone number monitored at all times by a person knowledgeable in the characteristics of the hazardous material.

6. Emergency Response Information

The DOT requires that Emergency Response Information accompany a shipment of hazardous materials.

- (a) The information must be kept on the vehicle away from the hazardous material being transported.
- (b) Regardless of the format, the Emergency Response Information must include:
 - (i) The basic description and technical name of the hazardous material.
 - (ii) Immediate hazards to health.
 - (iii) Risks of fire or explosion.

JAGUAR ENERGY SERVICES, LLC 310 N Parkerson Ave Crowley, LA 70526 Original Date of Implementation: October 2013 New Effective Date:	Transportation of Hazardous Materials Plan Revision Date: Page 7 of 10
Reviewed By: Jared Monk	Date: 01/10/2022

- (iv) Immediate precautions to be taken in the event of an accident or incident.
- (v) Immediate methods for handling fires.
- (vi) Initial methods for handling spills or leaks in the absence of fire.
- (vii) Preliminary first aid measures.

7. **DOT Labeling**

When transporting hazardous chemicals to and from work sites, **JAGUAR ENERGY SERVICES, LLC** is required by law to use the (DOT) Department Of Transportation Identification. (Refer to Attachment A)

- (a) All chemicals being transported must have a MSDS sheet accompanying it.
- (b) This program applies to all work operations where **JAGUAR ENERGY SERVICES, LLC** employees may be exposed to hazardous substances under normal working conditions or during an emergency situation.
- (c) The DOT system uses diamond-shaped symbols also.
 - (i) Only 1 diamond is given, not 4.
 - (ii) The DOT system is based on an international hazard class system that is recognized by the United Nations (UN).
 - (iii) The DOT system uses a hazard symbol, a 4 number chemical identification code and a UN hazard class number.
 - (iv) The hazard symbols are given in the DOT charts.
 - (v) The DOT lists the 1,400 chemical ID codes in its regulation and guidebooks. (Refer to Appendix A)

JAGUAR ENERGY SERVICES, LLC 310 N Parkerson Ave Crowley, LA 70526 Original Date of Implementation: October 2013 New Effective Date:	Transportation of Hazardous Materials Plan Revision Date: Page 8 of 10
Reviewed By: Jared Monk	Date: 01/10/2022

8. Recordkeeping

A record of current training inclusive of the preceding two (2) years, shall be created and retained by each hazmat employer for each hazmat employee for as long as that employee is employed by that employer as a hazmat employee and for 90 days thereafter.

- (a) The record shall include:
- (i) The hazmat employee's name
 - (ii) Most recent training completion date
 - (iii) A description, copy, or the location of the training materials used to meet the training requirements
 - (iv) The name and address of the person providing the training
 - (v) Certification that the hazmat employee has been trained and tested

E. Training Requirements

1. Hazmat employee training shall include the following:

- (a) Each hazmat employee shall receive training on the requirements of paragraph 172.704 of the Hazardous Materials Guide, and to enable the employee to properly handle, ship, transport, and/or receive hazardous materials consistent with hazard communication standards.
- (b) Function - specific training.**
- (i) Each hazmat employee shall receive function - specific training concerning requirements of paragraph 172.704, which are specifically applicable to the functions performed by the employee.
- (c) Safety training.**
- (i) Each hazmat employee shall receive safety training concerning:
 - (i) Emergency response information required by subpart G of part 172.
 - (ii) Measures to protect the employee from the hazards associated with the hazardous materials to which they may be exposed in the work place, including specific measures the hazmat employer has implemented to protect employees from exposure.
 - (iii) Methods and procedures for avoiding accidents, such as the

JAGUAR ENERGY SERVICES, LLC 310 N Parkerson Ave Crowley, LA 70526 Original Date of Implementation: October 2013 New Effective Date:	Transportation of Hazardous Materials Plan Revision Date: Page 9 of 10
Reviewed By: Jared Monk	Date: 01/10/2022

proper procedures for handling packages containing hazardous materials.

F. Frequency Of Training

Each hazmat employee who is employed after November 15, 1992, shall have been provided his/her initial training within 90 days after his/her employment.

1. A hazmat employee who changes hazardous materials job functions shall complete his/her training in the new job function(s) within 90 days after the change.
2. A hazmat employee shall receive the required training at least once every two (2) years.

G. Definitions

1. **Hazardous Material** - Means a substance or material, including a hazardous substance, which has been determined by the Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce, and which has been so designated.
2. **Hazmat Employee** - Means a person who is employed by a hazmat employer and who in the course of employment directly affects hazardous materials transportation safety.
 - (a) This term also applies to any employee who in the course of his/her employment:
 - (i) Loads, unloads, or handles hazardous materials;
 - (ii) Tests, reconditions, repairs, modifies, marks, or otherwise represents containers, drums, or packagings as qualified for use in the transportation of hazardous materials;
 - (iii) Prepares hazardous materials for transportation;
 - (iv) Is responsible for the safety of transporting hazardous materials; or
 - (v) Operates a vehicle used to transport hazardous materials.

JAGUAR ENERGY SERVICES, LLC 310 N Parkerson Ave Crowley, LA 70526 Original Date of Implementation: October 2013 New Effective Date:	Transportation of Hazardous Materials Plan Revision Date: Page 10 of 10
Reviewed By: Jared Monk	Date: 01/10/2022

3. **Department of Transportation (DOT).** Is the regulating government agency in the US for the transportation of hazardous material.