

		National Defence Défense Nationale	Back to the DID List
DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES			
1. TITLE – TITRE		2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION	
Hazardous Materials Management Plan		DID 4.22.1	
3. DESCRIPTION / PURPOSE – DESCRIPTION / OBJET			
The Hazardous Materials Management Plan shall document the Contractors approach to tracking all hazardous materials in the North Warning System (NWS).			
4. APPROVAL DATE DATE D'APPROBATION	5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR)		6. GIDEP APPLICABLE D'ÉCHANGE DE DONNÉES PERTINENT
September 2020	NWSO Technical Authority (TA)		
7. APPLICATION / INTERRELATIONSHIP – APPLICATION / INTERDÉPENDANCE			
CDRL 4.22.1 and SOW paragraph 4.22.1 refer. This DID contains the format and content preparation instructions for the data generated under the work tasks described in the NWS SOW.			
8. ORIGINATOR - AUTEUR		9. APPLICABLE FORMS - FORMULES PERTINENTES	
NWSO TA			
10. PREPARATION INSTRUCTIONS – INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES			
10.1 <u>Source Document</u> NWS SOW Section 4, paragraph 4.22.1.			
10.2 <u>Content and Format</u> The Hazardous Materials Management Plan shall be in contractor format accepted by Canada and shall be available online in electronic format.			
10.3 The Contractor shall be responsible for the cataloguing, procurement, shipping, storage and tracking of all NWS hazardous materials. The contractor shall prepare, implement and administer an NWS Hazardous Materials Management Plan. The Plan shall document, at a minimum the Contractors approach to the following: <ol style="list-style-type: none"> 1. Training of the Contractor's staff for the safe handling of hazardous materials; 2. Accepting at contract start the current inventory of hazardous materials; 3. Cataloguing, selection and procurement of hazardous materials; 4. Receipting, packaging and storage of hazardous materials; 5. Maintaining an NWS hazardous materials inventory; 6. Transportation on hazardous materials; 7. Detail and emergency response plan to address HAZMAT spills; 8. Identify who is responsible for the oversight and compliance with hazardous materials; and 9. Activities under the NWS Contract. 			
10.4 The plan shall be compliant with the Hazardous Materials Safety and Management Manual;			
10.5 (A-GG-040-004/AG-001 (Ch#1 2005-09-10)), Hazardous Materials Safety and Management Manual- https://collaboration-			

admpa.forces.mil.ca/sites/DI/SafetySecurity/vcds-haz-mat-saf-mgmt-manual-complete.pdf.

10.6 The plan shall be reviewed at a minimum annually.

10.7 Cataloguing, selection and procurement of New Hazardous Materials. The Contractor shall prepare, implement and administer procedures for the cataloguing of hazardous materials that are approved for use on the NWS. The hazardous materials catalogue must reside in electronic format on the Government provided NWS Information Management System (IMS), specifically MAXIMO, and shall be available to the North Warning System Office (NWSO) Technical Authority (TA). The Hazardous Materials List-Catalogue to be in contractor format accepted by Canada. Two reports/year (30 Sep / 30 Mar). List shall at least include:

1. Item #
2. Description
3. Hazardous Waste
4. Halocarbon
5. WHMIS
6. CEPA
7. TDG

10.8 All hazardous materials shall be catalogued as accountable items in MAXIMO with a unique identifier and shall be tracked until they are issued for use. The Contractor shall ensure that only those hazardous materials in the hazardous materials catalogue are procured. For instances where a particular hazardous material in the catalogue is no longer available, the Contractor shall give preference to a substitute material that is not subject to control by the TDG regulations and or WHMIS. Where no such non-regulated replacement is not available, the new hazardous material shall be catalogued as per the requirements of this SOW, prior to being procured.

10.9 Selection and procurement of hazardous materials is on-going. No instance where new hazardous materials were purchased and not added to the Hazardous Materials list, the estimate is ten hazmat procurements annually. The list shall be updated within five business days after a new procurement.