

RECEIPT

DATE 10/07/24No. 654589RECEIVED FROM Northstar Marine, Inc.\$ 350.00Three hundred fifty and $\frac{00}{100}$ DOLLARS FOR RENT
 FOR DE-SW-1798

ACCOUNT	
PAYMENT	
BAL. DUE	

- CASH
 CHECK
 MONEY ORDER
 CREDIT CARD

FROM 1926 TO _____BY M.M.



RECEIVED

OCT 07 2024

DNREC - WHS

STATE OF DELAWARE
DEPARTMENT OF NATURAL RESOURCES
AND ENVIRONMENTAL CONTROL
DIVISION OF WASTE AND HAZARDOUS SUBSTANCES
COMPLIANCE AND PERMITTING SECTION

89 KINGS HIGHWAY
DOVER, DELAWARE 19901

TELEPHONE: (302) 739-9403
FAX: (302) 739-5060

SOLID WASTE TRANSPORTER PERMIT APPLICATION

Language Preference:

Instructions: You must complete this application in its entirety and attach all applicable documentation. (Note: For applicants renewing an existing permit, this application requires the submission of updated information and documentation. References to material submitted under previous applications are no longer accepted.)

The application must be signed by the company owner or a corporate officer. A check or money order payable to the "State of Delaware" must accompany this application and be sent to:

Delaware Department of Natural Resources and Environmental Control
Compliance and Permitting Section
89 Kings Highway
Dover, DE 19901

1. Type of Permit

- New – **SCRAP TIRES ONLY** Submit a check or money order, payable to the "State of Delaware," in the amount of \$75.00.
- New – **ALL OTHERS** Submit a check or money order, payable to the "State of Delaware" in the amount of \$350.00.
- Renewal: Permit # DE-SW- 1798 Expiration Date 09/30/2024

Please indicate the term for which you desire your permit to be issued. Submit a check or money order, payable to the "State of Delaware," for the indicated permit fee.

SCRAP TIRES ONLY

- One Year - \$75.00
- Two Years - \$125.00
- Three Years - \$175.00
- Four Years - \$225.00
- Five Years - \$275.00

ALL OTHERS

- One Year - \$350.00
- Two Years - \$650.00
- Three Years - \$950.00
- Four Years - \$1250.00
- Five Years - \$1550.00

2. Release to Public

Do you wish to be included on the list of transporters that is provided to persons requesting a list of Delaware permitted solid waste transporters? Yes No

3. Company Information

Company Name Northstar Marine Inc

Location Address:	Mailing Address:
36 Clermont drive Clermont,NJ,08210	36 Clermont drive Clermont,NJ,08210

Contact: Ann Marie Tirri Title: Office Administrator

Business Phone: 609-263-6666 Fax: _____

E-mail: atirri@nstarmarine.com

24 hr Emergency Contact Phone: 609-263-6666

4. Company Ownership Information

(a). Please indicate the company type:

- Proprietorship
- Partnership
- Corporation - If company is a corporation, indicate city, state, and date of incorporation.

City: Sea Isle City State: NJ Date: 03/01/1990

- Municipality
- Public institution
- Limited Liability Corporation (LLC) State: _____
- Other: (must specify) _____

(b). For each Owner, Partner, or Corporate Officer, attach a list with name, title, mailing address, date of birth, and % ownership. Include all stockholders owning greater than 5% outstanding shares.

Attachment #1

(c). If company is owned by or affiliated with a parent company, attach parent company name, address & mailing address, and % ownership.

- Attachment _____
- No parent company

5. Company locations in Delaware

List name and street address of each company location, including freight terminals, within the State of Delaware.

- Attachment _____
 No Delaware locations

6. Company Affiliates

List name, location and mailing addresses, nature of business relationship of all company Affiliates, which affiliates are engaged in the business of waste transport, treatment, storage, disposal, recovery or reclamation. (Affiliated companies are defined as those companies owned by the same owners, corporate officers, or parent company.)

- Attachment _____
 No affiliates

7. Type of Waste to be Transported

(a). Check all that apply. Refer to Delaware's *Regulations Governing Solid Waste* for definitions of waste categories.

- Residential waste
 Commercial waste (from **non-manufacturing, non-processing** businesses and offices)
 Industrial waste (from a manufacturing or industrial process)
 Dry waste: construction/demolition debris
 trees/stumps
 other (must specify) _____
 Ash: municipal incinerator
 coal ash
 other (must specify) _____
 Infectious waste
 Non-hazardous petroleum-hydrocarbon contaminated soils
 Asbestos-containing waste
 Scrap Tires

(b). Does your company collect and transport residential (household) waste from single family homes, condominiums and apartment complexes in Delaware? Yes No

(c). If you answered "YES" to question 7.b., above, does your company provide recycling services to those customers? Yes No N/A

(d). If you offer recycling services, does your company collect and transport the recyclables separately from the waste generated by your customers? Yes No

(e). If you offer recycling services, are the recyclables ultimately taken to an incinerator (waste-to-energy) or landfill? Yes No

8. Treatment, Storage, and Disposal Facilities

- (a). Do you cross state lines with the waste? Yes No
- (b). Identify in an attachment **all** solid waste Treatment, Storage, Disposal Facilities, Reclamation Facilities and Transfer Stations to which the waste will be transported.
- Delaware Solid Waste Authority locations: (attachment) _____
 - Clean Earth of New Castle, Inc. (thermal treatment facility for PHC-soils)
 - Delaware Recyclable Products, Inc. (dry waste, commercial, industrial, and PHC-soils)
 - Other in-state solid waste facilities, including private facilities: (attachment) _____
 - Out of state solid waste TSD facilities: (attachment) 6

9. Other Transporter Permits

- (a). Attach a copy of your home state solid waste transporter permit. (N/A if Delaware is your home state.)
- Attachment #5
 - Not applicable-No transporter permit required for these solid waste types in our home state.

- (b). List solid waste transporter permits held in other states.

- Attachment #5
- No transporter permits in other states

- (c). Indicate your Federal DOT number and Motor Carrier number:

DOT# 793394 MC# 1649492

- N/A If N/A, please provide an explanation, on the following page, as to why you are not required to have a DOT or MC number.

10. Proof of Financial Responsibility

The transporter must submit proof of financial responsibility as established in section 7.2.4 of Delaware's *Regulations Governing Solid Waste*. This proof may be established by a Certificate of Insurance, with MCS-90 endorsement where applicable, or by other means approved by the Department. (The Certificate of Insurance must identify the **Department of Natural Resources and Environmental Control, Compliance and Permitting Section** as the certificate holder.)

- (a). Are you for-hire in interstate commerce? Yes No (For-Hire means you are in the business of transporting, for compensation or payment, wastes generated by a company other than your own.)
- (b). Do you transport in the State of Delaware Only (Intrastate)? Yes No
- (c). Do you transport Interstate? Yes No

- (d). Certificate of Insurance must be attached and include minimum automobile liability coverage as follows:

	FOR-HIRE INTERSTATE	ALL OTHERS
Residential Waste	\$750,000.00 + MCS-90 <input type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Commercial Waste	\$750,000.00 + MCS-90 <input checked="" type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Industrial Waste	\$750,000.00 + MCS-90 <input checked="" type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Dry Waste	\$750,000.00 + MCS-90 <input checked="" type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Ash	\$750,000.00 + MCS-90 <input type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Infectious Waste	\$1,000,000.00 + MCS-90 <input type="checkbox"/>	\$750,000.00 + MCS-90 <input type="checkbox"/>
Non-Hazardous Petroleum Contaminated Soils	\$750,000.00 + MCS-90 <input checked="" type="checkbox"/>	\$350,000.00 <input type="checkbox"/>
Asbestos	\$1,000,000.00 + MCS-90 <input type="checkbox"/> (For Hire & Private)	\$350,000.00 <input type="checkbox"/>
Scrap Tires Only	\$350,000.00 <input type="checkbox"/>	\$350,000.00 <input type="checkbox"/>

11. Spill Control and Safety

List all spill control and safety equipment which will be carried on each vehicle. (**Note:** Separate lists by type of vehicle and type of waste may be required.) Attach a copy of the Spill Control Plan. The Spill Control Plan **must** contain the following elements: (1) List of safety and spill control equipment carried in the vehicle, (2) Driver preventive measures, (3) Driver immediate corrective actions, (4) Company internal communications, (5) Company external communications including the **Delaware Emergency Reporting Numbers: 1-800-662-8802 and 302-739-9401**, and (6) Cleanup and decontamination measures.

Spill Control Plan: Attachment 2

12. Driver Training

IN SUMMARY OR OUTLINE FORM, describe the procedures that your company takes to ensure that all company drivers are safe and competent drivers. Small owner-operators may describe their years of experience and driving record in lieu of a formal program.

- (a). Include requirements for special licenses (e.g. CDL, including any special endorsements), any special training received, including dates training was received (e.g. asbestos training), and any ongoing company programs. (e.g. weekly safety meetings or annual refresher courses);
- (b). Include your company procedure for periodic checks of the driver's records for moving violations, and your company policy on progressive counseling/discipline based on points;
- (c). Describe how drivers are instructed in the following:
 - (i) Knowledge of proper handling procedures for the type of solid waste being transported.
 - (ii) Familiarity with the approved accidental discharge containment plan. (Spill Control Plan)
 - (iii) Familiarity with the conditions of the solid waste transporter's permit.

Driver Training, attachment 3

13. Vehicle Identification

On the form provided with this application, list **MAKE, MODEL, YEAR, SERIAL NUMBER, LICENSE PLATE NUMBER, STATE OF REGISTRATION, MANUFACTURER'S GVWR and OWNERSHIP** of all vehicles used for the transportation of solid waste. You must list both motorized and container units. (If you maintain a list of company vehicles in a computer database you may submit a print out of the vehicles provided it contains the information requested herein.)

NOTE: You must notify CAPS in writing of any changes to information contained within this application, such as additions or deletions of vehicles, in accordance with conditions of the issued permit.

Vehicle List Attached

14. Vehicle Operator Information

Is a list of all vehicle operators attached? Yes

What tax form do you submit to the IRS for your vehicle operators?

- Form W-2
 Form 1099-Misc
 Other


15. Environmental Record

List all criminal citations, arrests, convictions, civil or administrative violations, and civil or administrative enforcement actions, and the disposition(s) thereof for the violation or alleged violation of any environmental statute, regulation, permit, license, approval, or order, regardless of the state in which it occurred. Indicate whether it was a local, state, or federal violation or alleged violation. List all such items for the applicant, and if the applicant is other than an individual, for any employee while employed by the applicant, or any partner, officer, or director of the applicant as an individual or for any former business of such partner, officer, or director. For civil or administrative violations or alleged violations, list all such items for the last five (5) years from the date of the application. Information submitted under this section is subject to verification. **Failure to submit complete and accurate information may lead to permit denial or revocation.**

- Attachment _____
 No violations within the specified time period

16. Certification

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this application and all attachments and that, upon personal knowledge and information, the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information.

**Signature  Date 10/1/24
Print Name Phillip W. Risko Title President

****A legal owner or corporate officer must sign the application****

SPILL CONTROL PLAN FOR SOLID WASTE HAULERS

- (1) Spill control and safety equipment carried in each vehicle:
 - 1). Reflectors and/or flares
 - 2). Fire extinguisher
 - 3). First aid kit
 - 4). Heavy-duty gloves, hard hat
 - 5). Flashlight
 - 6).

- (2) All loads will be enclosed, covered, or tarped to prevent accidental discharge of the waste during transport to the disposal facility.

- (3) The driver will perform the following pre-trip inspections:
 - 1).
 - 2).

- (4) If there is an accident or other emergency which causes a portion of the load to be spilled, the driver, if uninjured, will contact the following designated company coordinator:
Name: _____ Phone: _____

- (5) The designated coordinator will contact the state and municipal authorities where the accident occurred. If the accident or spill has the potential to cause environmental damage, (either due to the nature of the waste, location of the accident, or additional factors such as leaking oil, gasoline, or hydraulic fluid) the person contacted will notify the state emergency response team, by calling one of the following numbers:
Delaware: 911, (302) 739-9401 or 1-800-662-8802 (*Other numbers may be listed as follows, however, the listed Delaware numbers **must** be included in the spill control plan.*)
Maryland:
New Jersey:

- (6) The designated coordinator will contract for clean-up services with another company. (*This is optional, however, if another company is to be contracted, please append a list of cleanup companies by either region or state.*)

- (7) This plan will be carried in all vehicles, along with the permit.

Attachment #1

Northstar Ownership

Phillip W Risko, President, [REDACTED]

DOB [REDACTED] Ownership 50%

NS Marine Holdings LLC, 202 Reeves Rd, Bridgeton,
NJ 08302, Ownership 50%

Attachment #2

Spill Control Plan and Safety



Transporter Contingency and Spill Containment Program

USDOT 793394

Reviewed By:
Jeffrey Kraus
Environmental, Health & Safety Mgr

Created: June, 2019

Document Number:

Author:

Job Title:

Jeffrey Kraus

Safety Manager

Issue Date:

Revision Date:

Department:

June, 2019

TRN

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Transporter Contingency and Spill Containment Program

(For use by Drivers and Notification/Response Personnel)

I. Purpose

During any type of spill response or emergency action, NorthStar Marine Inc. Will follow the protocol outlined here. This document will be used as a guideline to help provide efficient and safe procedures in the event of a spill. The purpose of this plan is to establish mandatory operating procedures, assign responsibilities and specify safety and training requirements for a responsible contingency plan with respect to potential transportation incidents.

This program is developed for the NorthStar Marine and any other applicable subsidiaries/affiliates.

II. Segregation, Loading, & Transportation

At all times, good housekeeping practices should be utilized in order to keep areas and vehicles in a good safe condition. It is also important to ensure that chemicals are in the proper containers in order to minimize the potential for spills to occur. Proper containers and proper storage help prevent the potential for spills. For example, corrosives should not be stored or transported in metal drums. Due to the characteristic of corrosives to corrode metal, plastic or plastic lined drums should be used for this type of material.

Before taking possession of materials for transport, NorthStar will determine or ensure that the generator has determined the proper classification of the material being shipped. This includes proper preparation of shipping papers (hazardous waste manifests, nonhazardous waste manifests, medical waste tracking sheets, or straight bills of lading) along with insuring that proper hazardous material placards are used when applicable.

NorthStar will load and secure all hazardous material to prevent any damage under normal conditions of transport.

III. Driver Responsibilities

1. Drivers must possess a cellular phone or other appropriate communication device while operating company vehicles. The driver communication device will be used to contact support services in the event of an emergency.

2. If an emergency occurs while you are driving, move vehicle off the highway and/or into the breakdown lane so as not to obstruct traffic. Secure the area by use of breakdown triangles, and keep pedestrians/motorists away.
3. In the event you are injured or becomes too ill to drive, notify the office, secure the vehicle and seek medical attention. Management will arrange a replacement driver and any other emergency measures.
4. If the vehicle's cab will not be accessible to response personnel (e.g., fire, hazmat), and you can do so safely, remove shipping papers and the Emergency Response Guide Book.
5. In the event of a hazardous material incident or truck emergency that poses a threat to others (e.g., truck fire), call the local Fire and Police Departments (usually 911) from a safe distance. Stay on the phone until they hang up.
6. In the event of an emergency or a hazardous waste spill during transportation, it will be the responsibility of the Transporter (driver) to contact the Primary Emergency Response Coordinator (as listed on the manifest in Section 3) or Alternate Coordinator. If neither of them can be contacted the Driver should try to contact their NorthStar Management.

Primary Emergency Response Coordinator:

On Call Emergency Response Coordinator

1-609-263-6666

24 Hour Contact

7. Safely and carefully assess the situation, and convey all available information to office ER personnel, including the location and source of the release. Consult the Emergency Response Guide Book for precautions and protective measures. Protect yourself first using protective gear in the vehicle and/or spill bag. Appropriate emergency response and clean-up activities will then be coordinated by branch ER personnel or management, including a determination of whether and how the driver may safely attempt to stop a leak (e.g., tape or plug the drum, turn it over, etc).
8. If agreed to by NorthStar ER personnel, contain a spill to the extent safely possible, using available and appropriate respiratory and protective equipment, absorbents and tools. If the right equipment is not available, stay upwind of the release and prevent access by others until qualified help arrives. The primary objective at this stage of the response is to safely control the source of the release and prevent flow into sewers, drains, or waterways. It may be necessary to construct a barrier using whatever materials are available, including sand or dirt.
9. Provide all available documentation (e.g., manifests) to response authorities.

IV. Notification Responsibilities

State and Federal regulatory agencies **must be notified** of reportable releases. Federal (EPA, DOT) RQ's apply to "hazardous substances," which are identified by "RQ" on the manifest. Many states have their own reporting rules, which can be more stringent than federal RQ's. For example, MA requires reporting of petroleum releases at or above **10 gallons** (Federal RQ's are shown on the Hazmat Table, Appendix A, in pounds). **A spill is reportable if it reaches the environment and exceeds a state or federal RQ or meets any other reporting criterion per no. 2, 3, or 4 below.**

Notification phone calls shall normally be made by Management, based on information provided by the driver. When Management personnel cannot be reached, it will be the driver's responsibility to make notification calls that are time sensitive, and report all details to the office ASAP.

**See Attachment #1: Information needed before making a notification
Attachment #2: State and Federal Contact Phone Numbers.**

The following must be contacted (as applicable):

- 1. State Environmental Agency: This notification is time sensitive and must normally be made right away any incident (See Attachment #2).**

- 2. National Response Center:** for hazardous substance releases above the RQ, and per DOT (49 CFR 171.15) when, as a direct result of hazardous materials, **any** of the following occurs:
 - Death or injury requiring hospitalization.
 - Estimated carrier or property damage exceeding \$50,000.00
 - Public evacuation or closure of a major transportation artery for one hour or more.
 - Operational flight pattern or routine of an aircraft is altered.
 - Fire, breakage, spillage or suspected contamination involving radioactive or infectious (e.g., etiological) material.
 - There has been a spill or release of a "Marine Pollutants" over 119 gallons for liquids or 880 lbs for solids.
 - In the judgment of the person in possession of the material, there exists a situation (e.g., continuing danger to life) which should be reported even though it does not meet one of the specific criteria listed above.

This notification must be made within 12 hours; and must usually be followed up by a written report per 49 CFR 171.16.

3. DOT Written Notification

A written report must be submitted to DOT **within 30 days** whenever there has been “**an unintentional release of hazardous materials from a package (including a tank) or any quantity of hazardous waste has been discharged during transportation**”. Notify the office of any such release, even if it is not a reportable release under any other rule, so the written report can be prepared.

4. EPA – National Response Center – For any PCB spill that:

- A. Directly contaminates surface water, drinking water, sewers, grazing lands, or vegetable gardens, or
- B. Exceeds 1 lb. of PCB's by weight.

This notification must be made within 12 hours.

5. State Agency Written Reporting

State Agency's may require NorthStar to prepare and submit written reports following emergency spill clean-up activities. (See **Attachment #3** for examples of state-specific reporting requirements).

6. Generator: For any reportable release, ASAP.

(See manifest for generator's phone number)

7. Local fire, police and state/community response organizations: For a reportable release ASAP. This is accomplished by dialing 911 and having local authorities respond.

V. Emergency Response- Standard Operating Procedure

The NorthStar office will have an emergency response spill team that will be on call seven days per week, 24 hours per day. The office should have the equipment needed for this service: spill trailers, vacuum trucks, box trucks. The spill trailer will be stocked with equipment and material to handle a small incident or the initial response.

The on-call spill team will be responsible to answer their phones within 15 minutes and to be at the shop within one hour of the notification. No one should go directly to the spill site unless told to by the supervisor on call. Back up spill team members will be used if the situation requires more personnel than the amount that is on-call.

All team members are expected to act in accordance with the company's health and safety policies when on site. Each person is responsible for the minimum protective equipment- hard hats, safety glasses and steel toe work boots.

A. Emergency Equipment

On Waste-Transporting Vehicles	On Drum-Transporting Vehicles	On Infectious Waste-Transporting Vehicles
<ul style="list-style-type: none"> • -Emergency DOT Book • -First Aid Kit/ Eye Wash • -Flashlight • -Absorbent Pads- Petroleum/ Haz Mat • -Fire Extinguisher • -Protective Clothing including: <ul style="list-style-type: none"> – Full Face Respirator w/ cartridges – Chemical Resistant Gloves and Boots – Coated Tyveks Coveralls 	<ul style="list-style-type: none"> • Sorbent boom, pads, and blanket • 85-gallon overpack drum • Plastic shovel • Caution tape 	<ul style="list-style-type: none"> • Absorbent material¹ for spill liquid • One gallon of disinfectant² in a sprayer • Fifty (50) plastic XL infectious waste bags with, extra labels and tape or sealing devices • Two (2) sets of disposable personal protective clothing, including: <ul style="list-style-type: none"> – Overalls, puncture-resistant gloves, boots, caps, surgical masks, and protective eye covering (all impermeable to liquid) • Plastic shovel, push broom, and bucket

¹ Absorbent material shall have a rated capacity of ten (10) gallons of liquid

² Disinfectant solution shall be registered with the U.S. EPA as hospital disinfectants that are tuberculocidal, fungicidal, virucidal and effective against HIV-1

All equipment is tested and maintained as necessary to assure its proper operation in time of an emergency. After use, all equipment is decontaminated, cleaned and determined to be acceptable for its intended use before normal operations resume. All equipment that is determined to not be acceptable for emergency field use is tagged out for repair or replacement. It is important that there is adequate spill response materials and equipment based on the amount of material/ waste being transported.

1. Public Safety

It is imperative that all pedestrians, motorists or others are protected from any accidental release of hazardous material. Ensure that areas are properly delineated and needed barriers are erected in order to protect the public during any incident.

2. Containment

The critical problem is to prevent the escape of any spilled liquid or solid into the ground or into a storm or sanitary sewer. A barrier must be erected immediately to prevent escape of spilled materials/waste liquids, using whatever material is at hand, even a dirt curb to prevent spreading of the spill. Containment of solids will be dependent on wind and weather conditions, use the tarpaulin in the vehicle, or plastic if conditions are wet and windy. Simultaneously, the source of the spill or leak must be located and controlled (ex: a drum plugged or taped or turned upside down).

3. Cleanup

Once the source of the spill is under control the cleanup should begin. Material spilled on imperious material should be absorbed with a compatible inert material such as speedi dry. If the spill is on dirt/soil the contaminated areas should be excavated and contained in bags, drums, or roll off boxes for disposal at an approved facility. If a drum is punctured or damaged, an overpack drum will need to be used in order to contain the waste and make the drum shippable again.

In the event of an infectious waste spill, personnel will don the appropriate PPE prior to performing response activities. Once the spill has been absorbed/removed and waste has been packaged/repackaged, all affected objects and surfaces in the spill area will be cleaned using a disinfectant solution registered with the U.S. EPA as a hospital disinfectant that is tuberculocidal, fungicidal, virucidal and effective against HIV-1.

Massachusetts and some other states do not allow spill cleanup to proceed without their specific authorization. After reporting the spill to the relevant state environmental agency, the individual coordinating cleanup must assure that any required authorization is received and documented prior to beginning the cleanup operation (authorization is not required to stop and/or contain a release).

VI. Routine Decontamination Procedures

Cleanup and decontamination operations will normally be handled by NorthStar. However, if the spill location is outside NorthStar response territory, third party spill contractors may be utilized under the direction of NorthStar. Emergency response team members will be briefed on decontamination procedures prior to entering the contamination zone for each specific incident or site. The Site Safety Officer/ On-site Coordinator will review all of the procedures/ site specific conditions with the spill response team in order to explain the need for decontamination before leaving the hot zone and contamination reduction areas and entering the Support Zone. This is extremely important to prevent contamination of other people and areas.

Decontamination of personnel will be accomplished at the contamination reduction corridor. The exit point of the contamination reduction corridor will provide a controlled undressing area that will help to avoid the transfer of contamination. All contaminated clothing or other disposable items will be discarded once contaminated. Other non-disposable items will be rinsed appropriately and decontaminated according to specific site conditions.

VII. Record Keeping

After any event, all documentation including written reports, manifests/transportation documentation, field notes, and any other relevant items will be maintained for a period of at least 3 years.

Documentation will be provided to any inspector or regulatory agency when asked as it pertains to the release.

VIII. Employee Training Program

NorthStar field employees receive 40-hour training as required by 29 CFR 1910.120. The following outline is used for training. For a complete 40-Hour OSHA HAZWOPER Training Manual please see the Corporate HAZWOPER training manual. In addition, employees maintain current status by completing eight hours of update training annually. All NorthStar employees are also required to have DOT training mandated by HM 126-F including job specific training. This includes use of materials and equipment used in packaging, loading and transportation of waste materials. Training includes the following topics:

- Introduction & 29 CFR 1910.120 HAZWOPER
- Hazard Communication
- Confined Space Entry
- Respiratory Protection
- Chemical & Physical Properties of Haz Mat
- Hazardous Assessment & Control
- Toxicology
- Heat Stress/ Cold Stress
- Medical Surveillance
- Instrumentation
- Drum Handling
- Decon
- Emergency Planning & Fire Protection
- Emergency Spill & Safety Procedures
- Health and Site Safety Plan/ JSA
- Personal Protective Equipment
- Transportation of Hazardous Materials
- Hearing Conservation
- Fall Protection
- Electrical Safety
- Lifting
- Benzene, Lead, Asbestos & Hydrogen Sulfide
- Bloodborne Pathogens

IX. Associated Documents & References

A. Documents

- Material & Waste Management Program

B. References

- 49 CFR

Revisions

Revision Date	Changes

Attachment #1

Information to be Reported

The following information will be provided to the listed agencies:

1. Name of the person reporting the incident
2. Name, Address, and EPA ID# of the Transporter
NorthStar Marine Inc.
36 Clermont Drive
Clermont, NJ 08210
EPA ID#: NJR000047183
3. Phone number of the person reporting the incident
4. Date, time and location of incident
5. Type of transport vehicle
6. A brief description of the incident, including the type of incident.
7. For each waste involved in the spill (See Bill of Lading or Waste Manifest):
 - ✓ The name, address, phone number and EPA identification number of the generator of the waste.
 - ✓ Shipping name, hazardous class and UN or NA number of the waste.
 - ✓ Estimated quantity of the material or the waste spilled.
 - ✓ The extent of the contamination of land, water, or air.
8. Shipping name, hazard class, and the UN or NA number of any other material carried. (See Bill of Lading or Waste Manifest)

In return the individual reporting the incident should also get some information. They should ask the Dispatcher for their name, time the incident is being logged in and the incident number for future reference. This also serves as proof that the call was completed according to regulations.

This notification must be made within 12 hours; and must usually be followed up by a written report per 49 CFR 171.16 (see Attachment 3 for examples of written notification).

Note: Cleanup may not be started in MA until approved by MA DEP.

Attachment #2

Notification Reporting

National Response Center 1-800-424-8802
Local Emergency Number 911 or 0

State Emergency Incident Numbers

• Alabama	ADEM - Hazardous Materials/ Waste Incidents	800-843-0699
	Alabama Emergency Management Agency	205-280-2200
	Dept. Of Environmental Management (Field Ops)	334-260-2700
	Alabama Law Enforcement Agency (highway emergencies)	*47 (cell phone)
• Connecticut	CT DEEP Emergency Response Unit (Primary)	866-337-7745
	CT DEEP Emergency Response Unit (Alternate 1)	860-424-3338
	CT DEEP Emergency Response Unit (Alternate 2)	860-424-3333
	CT State Police	860-685-8190
• Delaware	Delaware Emergency Management Hotline	800-662-8802
	Delaware Dept. of Natural Resources and Envir. Control	302-739-9401
• Georgia	George State Operations Center	800-241-4113
• Illinois	Illinois Emergency Management Agency	217-782-7860
• Indiana	Department of Emergency Management	888-233-7745
• Kansas	Kansas Highway Patrol	785-827-4437
	Kansas Division of Emergency Management (24-Hour)	785-291-3333
• Kentucky	KY Energy and Environment Cabinet	800-928-2380
• Louisiana	Louisiana DEQ	225-342-1234
• Maine	Maine DEP (In-state)	800-452-4664
	Maine DEP (Out-of-state)	207-289-2155
	Maine State Police	207-624-7000
• Maryland	MDE After Hours Emergency (24 hours)	866-633-4686
	State Police, Maryland Department of	410-486-3101
• Massachusetts	MADEP (Main Office – Boston)	617-556-1133
	MADEP (Main Office – Boston) toll free	888-304-1133
	Massachusetts State Police	800-424-8802
	MADEP Central Regional Office (CERO):	508-792-7650
	MADEP Northeast Regional Office (NERO):	978-694-3200
	MADEP Southeast Regional Office (SERO):	508-946-2700
	MADEP Western Regional Office (WERO):	413-784-1100
• Michigan	Michigan State Pollution Emergency	800-292-4706
• Minnesota	MN Pollution Control Agency - State Duty Officer	651-649-5451
• Missouri	Missouri Emergency Response Commission	573-634-2436
• New Hampshire	NHDES – Spill Line	603-271-3899
	NH State Police (In-state):	800-346-4009
	NH State Police (Out-Of-State)	603-271-3636
• New Jersey	DEP Hotline (877-WARN-DEP)	877-927-6337
• New York	NYS DEC Spill Response Hotline	800-457-7362
	NY State Police	518-457-6811

- **North Carolina** Highway Patrol - Call First 919-733-7952
NCDEQ Emergency Management Operations 800-858-0368
- **Ohio** Ohio Public Utilities Commission 614-466-0351
- **Pennsylvania** PADEP Central Office (Harrisburg) 717-787-4343
PA Emergency Management Agency (In PA) 800-424-7362
PA Emergency Management Agency (Outside PA) 717-651-2001
- **Quebec** Quebec Urgency-Environment 866-694-5454
- **Rhode Island** RIDEM Office of Waste Management (Daytime) 401-222-2797
RIDEM Div. Of Law Enforcement (24 Hour) 401-222-2284
RIDEM After Hour Emergencies (24-Hour) 401-222-3070
- **South Carolina** SC DHEC Emergency Response Line 888-481-0125
- **Tennessee** Tennessee Emergency Response Agency 800-262-3300
- **Texas** TCEQ – State Response Commission 800-832-8224
- **Vermont** VT DEC -Waste Management & Prevention Div.) 802-828-1138
After Hours Emergencies (24-hr State Police Dispatch) 800-641-5005
- **Virginia** VA Department of Emergency Management 800-468-8892
- **West Virginia** WV DEP Spill Hotline 800-642-3074
DEP Elkview Emergency Response Unit 304-558-5938

EPA Region I Hotline 888-372-7341
EPA Region II Hotline 212-637-4050
EPA Region III Hotline 215-814-5000
Chem Trec 800-424-9300

Attachment #3

State-Specific Written Reporting Requirements

State	Agency	Spill Material	Reporting Requirements	Timeframe
Rhode Island	Dept. of Envir. Management	Regulated Medical Waste	Submit an accident report to the Director per DEM-OWM-MW-1-2009 - 14.7e	Within forty-eight (48) hours of a spill of Regulated Medical Waste
New Jersey	Dept. of Envir. Protection	Regulated Medical Waste	Submit an accident report to the Director per N.J.A.C. 7:26-3A.37(d)2	Within forty-eight (48) hours of a spill of Regulated Medical Waste

Attachment #3

Driver Training



Driver Qualifications & General Requirements

TRN-PR-001-IDS

Reviewed By:
Jeffrey Kraus
Health & Safety Manager

Revised: June, 2019

Document Number:	TRN-PR-001-IDS	Issue Date:	May, 2019
Author:	Jeffrey Kraus	Revision Date:	
Job Title:	Health and Safety Manager	Department:	TRN

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Driver Qualifications and Other General Requirements

I. Policy

This program is designed in order to help employees and their respective divisions understand the requirements related to the driver/ operator position or for any employee that does or has the potential of driving a company vehicle.

This program is developed for NorthStar Marine

II. Definitions

Motor Vehicle Record (MVR)- This is the driver profile that is obtained from the State Division of Motor Vehicles. Also referred to as the "Driver Abstract" At a minimum this is obtained from the state on an annual basis.

Driver is defined as any person who operates a commercial motor vehicle. For the purpose of this program, any employee that will be driving a CMV for the company will be considered a "Driver" as defined by the DOT regulations, regardless of the job title assigned to the employee.

Commercial Motor Vehicle (CMV) is defined as any vehicle used in commerce that has a gross vehicle weight rating of over 10,000 pounds. Examples of a CMV include stake/ rack trucks, box trucks, vacuum trucks, roll off trucks, hydroexcavators, and tractor/trailers.

Gross Vehicle Weight (GVW) is the total weight of the loaded vehicle, as listed on the registration. This is determined by the weight of the vehicle itself and the cargo that can legally be loaded within that vehicle. It is often found on a vehicle doorplate.

Company Vehicle- This includes all vehicles that are owned by the company. This includes pick up trucks, vans, company cars along with the commercial vehicles defined above.

III. Hiring Procedure

A. Age Requirements

All employees that will be required to drive a commercial vehicle will be required to be at least 21 years of age. Since all industrial service operations require employees to perform projects in various states or cross state lines, this will be necessary.

DOT drivers that are under 21 years old are not allowed to operate a commercial vehicle outside of the state that issues their driver's license.

B. Driver Motor Vehicle Record Review

NORTHSTAR MARINE INC. is required by our insurance company and DOT regulations to inquire into the driving record of each employee who drives a company vehicle. It is the employer's responsibility to determine whether a driver meets minimum requirements for safe driving or is disqualified from driving commercial motor vehicles or other employer owned vehicles. All employees are required to submit annual driving review forms which must include all accidents and moving violations incurred during the previous twelve (12) months. In determining whether or not an individual is a qualified driver the company reviews violations such as involvement with accidents, speeding, reckless driving, at-fault accidents and negative patterns and trends developed over a period of at least three (3) years.

- Clean Driver – MVR shows no minor convictions and no at-fault accidents for the past three years.
- Marginal Driver – May have one or two incidents or a recently clear MVR that has had activity in the past.
- Disqualified Driver.

In most cases, employees employed who are convicted of a major offense may be disqualified from driving a motor vehicle and terminated from the company. (Disciplinary action will be based on our current policies and/or will follow requirements posted under 49 CFR 391.15 for employees licensed to operate commercial vehicles.) Major convictions include:

- a) DWI (any incident involved drugs and/or alcohol)- Removal for a period of at least 3 years from date of incident
- b) Failure to stop and/or report an accident
- c) Attempting to elude an officer of the law
- d) Assault, manslaughter, or homicide arising out of the operation of a motor vehicle
- e) Driving with a suspended or revoked license
- f) Speed contests, drag or highway racing
- g) Possession of an opened alcoholic beverage container
- h) Major speeding conviction (20 mph or more over the posted speed limit where specified on the MVR.
- i) Driving while unlicensed,
- j) At-fault accident arising out of the negligent operation of the vehicle for which the driver is at fault,
- k) Any other vehicle accident where reassurance of the driver not being at fault cannot be obtained.

Employees convicted of minor offenses may include:

- a) Speeding less than 20 mph over posted speed limit
- b) Driving too fast for conditions
- c) Careless or inattentive driving

- d) Unsafe lane change
- e) Failure to stop or yield the right of way
- f) Following too closely
- g) Any standard moving violation that does not fall in the major category.

New Hires failing to disclose accidents, points or traffic violations, or falsifies any part of their employment application will be terminated. Newly hired employees with negative trends in driving habits

- a) will not be hired and/or
- b) will be required to enroll and complete a Driver's Safety Training Course at their expense before ninety days of employment. Newly hired employees who do not enroll and complete this course will be terminated. If they complete the course they may re-apply for a position and be considered for re-hire as a new employee.

C. Road Test

Road tests are given for each employee that will or has the potential to drive a commercial vehicle (>10,000 lbs GVWR). Tests involve a series of actual traffic situations designed to measure how well the driver responds to road and traffic conditions and their ability to maneuver the vehicle. Road tests (TRN-FM-001-IDS, TRN-FM-002-IDS) are part of the interview process. It is important to gauge the ability of any potential new hire and this is required as part of the driver qualification process.

Each service center should have 1 or 2 employees that are the designated individuals for conducting road tests. Designated individuals must have at least:

- A CDL license with proper endorsements
- At least 3-5 years' experience driving a CMV

Road tests should be conducted in the largest sized vehicle that the driver will be required or has the potential to drive. CDL drivers should only be tested in a manual shift vehicle.

D. Medical Examiner Cards (DOT cards)

All field employees that are to be qualified as DOT drivers will be required to receive a new Medical examiner card. Individuals that qualify for a 1-year or 2-year card will be considered qualified upon being hired.

Those that qualify for less than a 1-year card upon being hired, will be required to see their personal physician and address the issues that are not allowing them to qualify for at least a one-year card. Upon controlling the identified condition, the potential new hire will be required to return to the company's doctor in order to obtain the 1-2-year clearance. With this clearance a start date can then be set up.

IV. Driver Qualification Files

When the hiring process is initiated for a new hire that will operate any company CMV, the EH&S Department will establish a Driver Qualification folder for the new employee.

Upon hire, the HR Department will provide the following documents to the Corporate EH&S Department:

- Driver Application for Employment (must meet all of the DOT requirements including 10 years of previous employment. Any gap in employment must be explained)
- A valid copy of the applicant's driver's license
- Motor Vehicle Record (MVR)
- Applicant Certification of no previously positive drug & alcohol test (TRN-FM-005-IDS)
- Safety Performance History Request from Previous Employer, including all responses and documented attempts to contact former employers. This form must be completed for each DOT employer in the three years preceding date of application. This form is not required if the applicant has never operated CMVs in the past.

The EH&S Department should have already received:

- A copy of the applicant's DOT medical examination card. As part of the new hire Medical/ Drug & Alcohol test, a new DOT card would have been issued.
- Record of Road Test- Required for any operator that will or has the potential to operate a vehicle that has a GVWR of 10,000 lbs or more. This is conducted and approved by the designated tester (See section of performing road tests). This comes from the Service Center.

Currently the Safety Department has oversight of this program to manage all driver qualifications. Once a driver (Field Tech or Driver) is qualified in the system, they will be permitted to drive a commercial vehicle. If these items are not obtained and approved, the driver is not qualified and should not operate a commercial vehicle until the proper qualifications can be completed.

In addition, any applicant hired that has a class "A" or "B" CDL, the EH&S Department will ensure that the new employee has properly been added to the DOT random drug testing pool.

A. Previous Employment Driver Background Check

The EH&S Department will make a copy of the Safety Performance History Request from Previous Employer form(s) and will contact to each previous employer documenting each contact attempt.

V. Commercial Driver's License (CDL) & Endorsements

All employees that operate a CMV are required to have a valid commercial driver's license (CDL). These employees may have only one driver's license.

A. Commercial Driver's License (CDL)

Types of CDLs and Chauffeur's License Descriptions:

- **CDL Class A:** Any combination of vehicles with a gross combination weight rating (GCWR) of 26,001 pounds or more.
- **CDL Class B:** Any single vehicle with a gross vehicle weight rating (GVWR) of 26,001 pounds or more.
- **CDL Class C:** Any vehicle, or vehicle in combination, with a GVWR of 26,000 pounds or less.
- **Chauffeur's License (MI Only)** or equivalent: Any CMV with a GVWR over 10,000 pounds and under 26,001 pounds. One cannot obtain a hazmat endorsement with this license.

B. Endorsements

Endorsements acknowledge that the license holder has passed a test certifying his ability to drive a specific type of commercial vehicle. There are 6 types of endorsements as listed below. Each endorsement requires the driver/ operator to pass a required test (written and/or practical).

- **T - Double/Triple Trailers Endorsement (Knowledge Test only)**
- **P - Passenger Endorsement (Knowledge and Skills Test)**
- **N - Tank Vehicle Endorsement (Knowledge Test only)**
Tanker endorsements are required to operate any vehicle that has a tank capacity of at least 1,000 gallons. Even if the tank is empty the endorsement is still required.
- **H - Hazardous Materials Endorsement (Knowledge Test only)**
Hazmat endorsements are needed for hazardous material shipments that require placarding. Hazmat endorsements can be obtained at www.hazprints.com (90-day application time).
- **X - Combination of Tank Vehicle and Hazardous Materials Endorsement**
- **S - School Bus Endorsement (Knowledge and Skills Test)**

C. Restrictions

Restrictions in some cases may disqualify a driver from employment due to inability to operate all required equipment types.

A restriction placed on your commercial driver's license may keep you from operating certain types of vehicles.

Common federal CDL restriction codes are listed below:

- **E Restriction:** Prohibits you from operating vehicles with a **manual transmission**.
 - Occurs when you take your skills test in a CMV with automatic transmission.
- **L Restriction:** Prohibits operation of a vehicle containing a **full air brake system**.
 - Occurs if you:
 - Fail the Air Brakes Knowledge Test.
 - Incorrectly identify air brake system components.
 - Fail to properly conduct an air brakes system check.
 - Take the road skill test in a CMV lacking a full air brake system.
- **Z Restriction:** Also prohibits you from driving a CMV with **full air brakes**.
 - Occurs if you tested in a vehicle with an air over hydraulic brake system.
- **M Restriction:** Restricts you to operating a **Class B or C passenger vehicle/school bus ONLY**.
 - Occurs if you possess a Class A CDL, but earned your passenger/school bus endorsement driving a Class B vehicle.
- **N Restriction:** Restricts you to operating a **Class C passenger vehicle/school bus ONLY**.
 - Occurs when you possess a Class B CDL, but earned your passenger/school bus endorsement driving a Class C vehicle.
- **Restriction:** Prohibits you from driving **any Class A vehicle that has a fifth wheel connection**.
 - Occurs when you take your skills test in a CMV that has a non-fifth wheel connection, such as a pintle hook.
- **V Restriction:** Indicates that a **medical variance** has been reported by the Federal Motor Carrier Safety Administration (FMCSA).
 - This *may* occur, for instance, if you have a vision or diabetic waiver issued by the FMCSA.

The required endorsements will depend on the employee's job description and requirements of the service center.

D. Learner Permit Guidance

- Any employee with learner permit (Permittee), going from Class D (Non-CDL) to Class C, B, or A as well as current CDL holders with learner's permit for license class upgrade will have to follow several federal regulatory guidelines prior to operating any NORTHSTAR MARINE INC. equipment requiring a CDL.
- A USDOT pre-employment drug screen must be completed.
- A driver qualification file must be 100% completed prior to operating any NORTHSTAR MARINE INC. equipment requiring a CDL.
- Permittee must follow and maintain federal hours of service regulations as well as being added to our electronic hours of service management system (VTS).

This electronic document is the controlled version. Users are responsible for ensuring that documents are the current version.

- Permittee must have company issued electronic logging device in their possession during all on duty hours.
- May only operate CDL equipment while accompanied by a competent CDL licensed driver, licensed to drive said class of CDL vehicle.
- No waste (both Hazardous & Non-Hazardous) may on board while unit is to be operated by individual holding only a learner's permit.

Once the employee obtains a new CDL, they are required to provide a copy of the CDL license to EH&S. In addition, a new road test needs to be completed in the largest vehicle that the employee will operate.

VI. Training

Within 90 days of employment, all drivers shall go through New Employee Orientation (NEO). This training is required for all drivers, employees who service CMVs, and supervisors of drivers. This will include, but is not limited to:

- Hours of Service and Driver's Record of Duty Log
- DOT Hazardous Waste Manifesting (Required prior to hauling any hazmat load)
- DOT Security Plans and Procedures
- Vehicle Inspections (pre- and post- trip)
- Emergency Response Guidebook
- Defensive Driving

VII. Annual Driver's Record Review

Annually all employees that drive or has the potential to drive a company vehicle (not just commercial vehicles, will include any company vehicle) will be required to complete an annual MVR review (TRN-FM-004-IDS). Safety will run a new MVR each year for each driver. All employees must include all accidents and moving violations incurred during the previous twelve (12) months. In determining whether or not an individual is a qualified driver the company reviews violations such as involvement with accidents, speeding, reckless driving, at-fault accidents and negative patterns and trends developed over a period of at least three (3) years.

The annual review requirements will be based on the same information as the New Hire Motor Vehicle Record (MVR) requirements outlined in Section I- Hiring Procedure.

Employees deemed to have developed a negative trend in driving and/or have been convicted of three (3) or more minor offenses, including involvement in an "at-fault" accident will be required to undergo a driver's safety course at their own expense, upon notification to the employee by the employer. Employees with one or more minor infractions and/or an at-fault accident who aren't immediately terminated will also be subject to take a mandatory driver's safety course as a condition of continued employment.

Employees that meet any of the above conviction criteria will be considered a "Safety Risk" by both management and the insurance company. These individuals will be removed from their position and may be suspended without pay until they enroll themselves into a Driver Training Safety course.

Employees deemed a "Safety Risk" active or suspended will have five (5) work days to arrange and attend their Safe Driving Course at their expense. Failure to enroll in a safe driving course within the five-work day period may result in termination of employment. Employees temporarily assigned to another position will receive the appropriate rate of pay for the position they were transferred to.

VIII. Citations, Tickets and other Motor Vehicle Notifications

Any employee that operates a CMV and is convicted of a State or local law relating to motor vehicle traffic control (other than a parking violation), in any type of company motor vehicle, is required to notify their direct supervisor by the end of the 1st business day that the violation occurs. The employee's direct supervisor must notify the EH&S Department of the violation. This notification must include the location, the date of the violation, and the type of violation. Please see Accident Program (EHS-PR-004-IDS) for full reporting procedures and requirements.

The requirements in Part 383 apply to every driver who operates in intrastate, interstate, or foreign commerce and operates a vehicle weighing 26,001 pounds or more, can transport more than 15 people, or transports hazardous materials that require placarding.

The requirements in Part 391 apply to every driver who operates in interstate commerce and operates a vehicle weighing 10,001 pounds or more, can transport more than 15 people, or transports hazardous materials that require placarding.

DRIVER REQUIREMENTS: Parts 383 and 391 of the Federal Motor Carrier Safety Regulations contain some requirements that you as a driver must comply with. These requirements are in effect as of July 1, 1984. This is also stated as part of the completion of Certificate of Compliance that is received during New Hire (TRN-FM-006-IDS). They are as follows:

- **POSSESS ONLY ONE LICENSE:** You, as a commercial vehicle driver, may not possess more than one motor vehicle operator's license.

If you have more than one license, keep the license from your state of residence and return the additional licenses to the state that issued them. DESTROYING a license does not close the record in the state that issued it; you must notify the state. If a multiple license has been lost, stolen, or destroyed, close your record by notifying the state of issuance that you no longer want to be licensed by that state.

- **NOTIFICATION OF LICENSE SUSPENSION, REVOCATION OR CANCELLATION:** Sections 391.15 (b)(2) and 383.33 of the Federal Motor Carrier Safety Regulations require that you

notify your employer the NEXT BUSINESS DAY of any revocation or suspension of your driver's license.

- VIOLATION OF STATE/LOCAL TRAFFIC LAWS: In addition, Section 383.31 requires that any time you violate a state or local law (other than parking) you must report it within 30 days to: 1) your employing motor carrier, and 2) the state that issued your license (if the violation occurs in a state other than the one which issued you license). The notification to both the employer and state must be in writing.

All violations being reported to the company, must be reported on the "Notification of Moving Violation or Suspension form" (TRN-FM-015-IDS). All reports must in turn be sent to the EH&S Department for inclusion with the individual's Driver Qualification folder.

Notifications are to be completed for all citations, tickets, or incidents that occur in personal vehicles. All notifications due to issues involving commercial/ company vehicles are required to be reported on Incident Reporting forms (EHS-FM-002-IDS) in accordance with the Accident Program (EHS-PR-004-IDS).

IX. Incident Reporting

It is important that all incidents are reported immediately. A call must be immediately made to the employee's Regional/General Manager. It is also the responsibility of the Manager to notify the EH&S Department. For full details on Incident Reporting please see the Incident Prevention and Investigation program (EHS-PR-004-IDS).

Internal emergency contacts for each service center can be found in the DOT Transporter Contingency Plan (TRN-PR-003-IDS).

A. General Accident Requirements

- Police reports must be obtained for all accidents for insurance purposes.
- Employees are not to negotiate with other involved parties.
- Even when other involved parties do not want police involvement or leave the scene, it is still company policy to get a police report.

B. DOT Accidents

DOT Accident is any occurrence involving a CMV that results in one of the following:

- A fatality
- Bodily injury to a person who receives medical attention away from the scene of the accident
- One or more vehicles are damaged so that they must be towed away from the scene.
- Note: If an accident does not meet these criteria, it still must be reported to the police and internally.

Type of Accident Involved	Citation Issued to CMV Driver	Test must be performed by employer
Human Fatality	YES	YES
	NO	YES
Bodily injury with immediate medical treatment away from the scene	YES	YES
	NO	NO
Disabling damage to any motor vehicle requiring tow away	YES	YES
	NO	NO

C. Post-Accident Requirements

Any driver that is involved in an accident will be required to take a drug and alcohol test. Please see both the Company Policy and the Company's FMCSA policy for a full description of the requirements.

- The alcohol test must be conducted within 8 hours
- The controlled substances test must be conducted within 32 hours of the crash.
- After hours Contact 844-213-4778, Option 1 to set up DOT Drug & Alcohol Test or call EH&S Department for assistance

When the appropriate drug and alcohol testing can not be done within the required time limits, a note must be placed in the file describing the circumstances for why the tests could not be completed.

The EH&S Manager will be contacted to confirm whether the drug screen is required to be DOT regulated or not.

Any driver found to be under the influence of drugs or alcohol, in possession of drugs or alcohol, or who refuses to cooperate with the searches and tests requested by management while operating a Company-owned or leased vehicle may result in disciplinary action, up to and including discharge.

X. Company Rules for non-CMV's

- All personnel that drive a company vehicle are required to meet the insurance approval criteria. In addition, each employee will complete an annual motor vehicle review (See Section VII- Annual Driver's Record Review)
- Personal use of company vehicles is prohibited, unless approved by management for operation by an employee only.

- Employees are prohibited from loaning any company owned or leased equipment to any individual without prior management approval.
- The company reserves the right to know where a company vehicle is at all times. The company also reserves the right to inspect a company vehicle at any time.
- Employees will be held responsible for reimbursement to the company, through payroll deduction, for any vehicle damage that occurs due to:
 - Personal use
 - Excessive mileage
 - Lack of maintenance
 - Misuse
 - Reckless driving

XI. Safe Driving Rules / Spotting Vehicles

- Never take unnecessary risks. If in doubt, play it safe. To arrive safely is more important than to arrive on time.
- Report to work promptly. This will give adequate time to inspect equipment and avoid careless speed on the road.
- Speed shall never exceed the posted legal limits and must be consistent with road, traffic, and weather conditions. Remember that posted speed limits are for cars. Commercial Motor Vehicle speed limits are 5 mph less than the posted speed limit.
- Seat belts are required to be worn by all passengers in all company vehicles.
- Plan a route to keep backing at a minimum. Never back into traffic if it can be avoided.
- Before vehicles are moved, drivers should perform a 360° walk-around to identify any hazards or obstacles that may be encountered. This include overhead hazards and notifying any pedestrians in the general area, that the vehicle or equipment is about to be moved.
- Be sure to inspect line of travel before backing. Ensure the area being backed through is clear of debris that could damage a tire. Clear all obstructions from path of truck.
- Even when a helper is directing, drivers are responsible for safe backing. Be sure the spotter is in a position where they have a clear view and where signals can be seen or heard.
- If at any time the driver loses sight of the spotter, they are to immediately stop and not proceed unless they have the spotter in visual line of sight.
- No driver shall leave a vehicle unattended without taking all reasonable precautions to prevent the movement of the vehicle. The parking brake shall be set securely and wheel chocks applied.
- No driver shall stop or park a vehicle in such a position as to cause interference with other traffic. Whenever possible, stop or park away from the traveled portion of the highway.
- Smoking is prohibited near a load of hazardous materials or waste.

XII. Cell Phone Usage

- All drivers should be aware of and follow all local laws that apply to usage of a cell phone while driving any company vehicle.

- Hands free devices should be used when possible.
- Texting is prohibited while driving a company vehicle.

Employees should also consult all Human Resource policies in addition to this program.

XIII. Associated Documents and References

A. References

49 CFR 383 and 391

B. Documents

- Driver Qualification forms
 - Road Test Forms (TRN-FM-001-IDS, TRN-FM-002-IDS)
 - Previous Employment Requests (TRN-FM-003-IDS)
 - Annual Driver Record Review (TRN-FM-004-IDS)
 - Certification of no previously positive drug & alcohol test status (TRN-FM-005-IDS)
 - Certificate of Compliance (TRN-FM-006-IDS)
- Company FMCSA Drug & Alcohol Policy (EHS-PR-101-IDS)
- Incident Report Forms
 - Occupational Incident (EHS-FM-001-IDS)
 - Vehicle Incident Report Form (EHS-FM-002-IDS)
 - Spill Notification Form (ENV-FM-001-IDS)
- Notification of Moving Violation or Suspension form (TRN-FM-015-IDS)
- Transporter Contingency Plan (TRN-PR-003-IDS)

Revisions

Revision Date	Changes

Attachment #3

Driver Training



Driver Qualifications & General Requirements

TRN-PR-001-IDS

Reviewed By:
Jeffrey Kraus
Health & Safety Manager

Revised: June,2019

Document Number:	TRN-PR-001-IDS	Issue Date:	May ,2019
Author:	Jeffrey Kraus	Revision Date:	
Job Title:	Health and Safety Manager	Department:	TRN

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III. Hiring Procedure

A. Age Requirements

All employees that will be required to drive a commercial vehicle will be required to be at least 21 years of age. Since all industrial service operations require employees to perform projects in various states or cross state lines, this will be necessary.

DOT drivers that are under 21 years old are not allowed to operate a commercial vehicle outside of the state that issues their driver's license.

B. Driver Motor Vehicle Record Review

NORTHSTAR MARINE INC. is required by our insurance company and DOT regulations to inquire into the driving record of each employee who drives a company vehicle. It is the employer's responsibility to determine whether a driver meets minimum requirements for safe driving or is disqualified from driving commercial motor vehicles or other employer owned vehicles. All employees are required to submit annual driving review forms which must include all accidents and moving violations incurred during the previous twelve (12) months. In determining whether or not an individual is a qualified driver the company reviews violations such as involvement with accidents, speeding, reckless driving, at-fault accidents and negative patterns and trends developed over a period of at least three (3) years.

- Clean Driver – MVR shows no minor convictions and no at-fault accidents for the past three years.
- Marginal Driver – May have one or two incidents or a recently clear MVR that has had activity in the past.
- Disqualified Driver.

In most cases, employees employed who are convicted of a major offense may be disqualified from driving a motor vehicle and terminated from the company. (Disciplinary action will be based on our current policies and/or will follow requirements posted under 49 CFR 391.15 for employees licensed to operate commercial vehicles.) Major convictions include:

- a) DWI (any incident involved drugs and/or alcohol)- Removal for a period of at least 3 years from date of incident
- b) Failure to stop and/or report an accident
- c) Attempting to elude an officer of the law
- d) Assault, manslaughter, or homicide arising out of the operation of a motor vehicle
- e) Driving with a suspended or revoked license
- f) Speed contests, drag or highway racing
- g) Possession of an opened alcoholic beverage container
- h) Major speeding conviction (20 mph or more over the posted speed limit where specified on the MVR.
- i) Driving while unlicensed,
- j) At-fault accident arising out of the negligent operation of the vehicle for which the driver is at fault,
- k) Any other vehicle accident where reassurance of the driver not being at fault cannot be obtained.

Employees convicted of minor offenses may include:

- a) Speeding less than 20 mph over posted speed limit
- b) Driving too fast for conditions
- c) Careless or inattentive driving

- d) Unsafe lane change
- e) Failure to stop or yield the right of way
- f) Following too closely
- g) Any standard moving violation that does not fall in the major category.

New Hires failing to disclose accidents, points or traffic violations, or falsifies any part of their employment application will be terminated. Newly hired employees with negative trends in driving habits

- a) will not be hired and/or
- b) will be required to enroll and complete a Driver's Safety Training Course at their expense before ninety days of employment. Newly hired employees who do not enroll and complete this course will be terminated. If they complete the course they may re-apply for a position and be considered for re-hire as a new employee.

C. Road Test

Road tests are given for each employee that will or has the potential to drive a commercial vehicle (>10,000 lbs GVWR). Tests involve a series of actual traffic situations designed to measure how well the driver responds to road and traffic conditions and their ability to maneuver the vehicle. Road tests (TRN-FM-001-IDS, TRN-FM-002-IDS) are part of the interview process. It is important to gauge the ability of any potential new hire and this is required as part of the driver qualification process.

Each service center should have 1 or 2 employees that are the designated individuals for conducting road tests. Designated individuals must have at least:

- A CDL license with proper endorsements
- At least 3-5 years' experience driving a CMV

Road tests should be conducted in the largest sized vehicle that the driver will be required or has the potential to drive. CDL drivers should only be tested in a manual shift vehicle.

D. Medical Examiner Cards (DOT cards)

All field employees that are to be qualified as DOT drivers will be required to receive a new Medical examiner card. Individuals that qualify for a 1-year or 2-year card will be considered qualified upon being hired.

Those that qualify for less than a 1-year card upon being hired, will be required to see their personal physician and address the issues that are not allowing them to qualify for at least a one-year card. Upon controlling the identified condition, the potential new hire will be required to return to the company's doctor in order to obtain the 1-2-year clearance. With this clearance a start date can then be set up.

IV. Driver Qualification Files

When the hiring process is initiated for a new hire that will operate any company CMV, the EH&S Department will establish a Driver Qualification folder for the new employee.

Upon hire, the HR Department will provide the following documents to the Corporate EH&S Department:

- Driver Application for Employment (must meet all of the DOT requirements including 10 years of previous employment. Any gap in employment must be explained)
- A valid copy of the applicant's driver's license
- Motor Vehicle Record (MVR)
- Applicant Certification of no previously positive drug & alcohol test (TRN-FM-005-IDS)
- Safety Performance History Request from Previous Employer, including all responses and documented attempts to contact former employers. This form must be completed for each DOT employer in the three years preceding date of application. This form is not required if the applicant has never operated CMVs in the past.

The EH&S Department should have already received:

- A copy of the applicant's DOT medical examination card. As part of the new hire Medical/ Drug & Alcohol test, a new DOT card would have been issued.
- Record of Road Test- Required for any operator that will or has the potential to operate a vehicle that has a GVWR of 10,000 lbs or more. This is conducted and approved by the designated tester (See section of performing road tests). This comes from the Service Center.

Currently the Safety Department has oversight of this program to manage all driver qualifications. Once a driver (Field Tech or Driver) is qualified in the system, they will be permitted to drive a commercial vehicle. If these items are not obtained and approved, the driver is not qualified and should not operate a commercial vehicle until the proper qualifications can be completed.

In addition, any applicant hired that has a class "A" or "B" CDL, the EH&S Department will ensure that the new employee has properly been added to the DOT random drug testing pool.

A. Previous Employment Driver Background Check

The EH&S Department will make a copy of the Safety Performance History Request from Previous Employer form(s) and will contact to each previous employer documenting each contact attempt.

V. Commercial Driver's License (CDL) & Endorsements

All employees that operate a CMV are required to have a valid commercial driver's license (CDL). These employees may have only one driver's license.

A. Commercial Driver's License (CDL)

Types of CDLs and Chauffeur's License Descriptions:

- **CDL Class A:** Any combination of vehicles with a gross combination weight rating (GCWR) of 26,001 pounds or more.
- **CDL Class B:** Any single vehicle with a gross vehicle weight rating (GVWR) of 26,001 pounds or more.
- **CDL Class C:** Any vehicle, or vehicle in combination, with a GVWR of 26,000 pounds or less.
- **Chauffeur's License (MI Only)** or equivalent: Any CMV with a GVWR over 10,000 pounds and under 26,001 pounds. One cannot obtain a hazmat endorsement with this license.

B. Endorsements

Endorsements acknowledge that the license holder has passed a test certifying his ability to drive a specific type of commercial vehicle. There are 6 types of endorsements as listed below. Each endorsement requires the driver/ operator to pass a required test (written and/or practical).

- **T - Double/Triple Trailers Endorsement (Knowledge Test only)**
- **P - Passenger Endorsement (Knowledge and Skills Test)**
- **N - Tank Vehicle Endorsement (Knowledge Test only)**
Tanker endorsements are required to operate any vehicle that has a tank capacity of at least 1,000 gallons. Even if the tank is empty the endorsement is still required.
- **H - Hazardous Materials Endorsement (Knowledge Test only)**
Hazmat endorsements are needed for hazardous material shipments that require placarding. Hazmat endorsements can be obtained at www.hazprints.com (90-day application time).
- **X - Combination of Tank Vehicle and Hazardous Materials Endorsement**
- **S - School Bus Endorsement (Knowledge and Skills Test)**

C. Restrictions

Restrictions in some cases may disqualify a driver from employment due to inability to operate all required equipment types.

A restriction placed on your commercial driver's license may keep you from operating certain types of vehicles.

Common federal CDL restriction codes are listed below:

- **E Restriction:** Prohibits you from operating vehicles with a **manual transmission**.
 - Occurs when you take your skills test in a CMV with automatic transmission.
- **L Restriction:** Prohibits operation of a vehicle containing a **full air brake system**.
 - Occurs if you:
 - Fail the Air Brakes Knowledge Test.
 - Incorrectly identify air brake system components.
 - Fail to properly conduct an air brakes system check.
 - Take the road skill test in a CMV lacking a full air brake system.
- **Z Restriction:** Also prohibits you from driving a CMV with **full air brakes**.
 - Occurs if you tested in a vehicle with an air over hydraulic brake system.
- **M Restriction:** Restricts you to operating a **Class B or C passenger vehicle/school bus ONLY**.
 - Occurs if you possess a Class A CDL, but earned your passenger/school bus endorsement driving a Class B vehicle.
- **N Restriction:** Restricts you to operating a **Class C passenger vehicle/school bus ONLY**.
 - Occurs when you possess a Class B CDL, but earned your passenger/school bus endorsement driving a Class C vehicle.
- **Restriction:** Prohibits you from driving **any Class A vehicle that has a fifth wheel connection**.
 - Occurs when you take your skills test in a CMV that has a non-fifth wheel connection, such as a pintle hook.
- **V Restriction:** Indicates that a **medical variance** has been reported by the Federal Motor Carrier Safety Administration (FMCSA).
 - This **may** occur, for instance, if you have a vision or diabetic waiver issued by the FMCSA.

The required endorsements will depend on the employee's job description and requirements of the service center.

D. Learner Permit Guidance

- Any employee with learner permit (Permittee), going from Class D (Non-CDL) to Class C, B, or A as well as current CDL holders with learner's permit for license class upgrade will have to follow several federal regulatory guidelines prior to operating any NORTHSTAR MARINE INC. equipment requiring a CDL.
- A USDOT pre-employment drug screen must be completed.
- A driver qualification file must be 100% completed prior to operating any NORTHSTAR MARINE INC. equipment requiring a CDL.
- Permittee must follow and maintain federal hours of service regulations as well as being added to our electronic hours of service management system (VTS).

- Permittee must have company issued electronic logging device in their possession during all on duty hours.
- May only operate CDL equipment while accompanied by a competent CDL licensed driver, licensed to drive said class of CDL vehicle.
- No waste (both Hazardous & Non-Hazardous) may on board while unit is to be operated by individual holding only a learner's permit.

Once the employee obtains a new CDL, they are required to provide a copy of the CDL license to EH&S. In addition, a new road test needs to be completed in the largest vehicle that the employee will operate.

VI. Training

Within 90 days of employment, all drivers shall go through New Employee Orientation (NEO). This training is required for all drivers, employees who service CMVs, and supervisors of drivers. This will include, but is not limited to:

- Hours of Service and Driver's Record of Duty Log
- DOT Hazardous Waste Manifesting (Required prior to hauling any hazmat load)
- DOT Security Plans and Procedures
- Vehicle Inspections (pre- and post- trip)
- Emergency Response Guidebook
- Defensive Driving

VII. Annual Driver's Record Review

Annually all employees that drive or has the potential to drive a company vehicle (not just commercial vehicles, will include any company vehicle) will be required to complete an annual MVR review (TRN-FM-004-IDS). Safety will run a new MVR each year for each driver. All employees must include all accidents and moving violations incurred during the previous twelve (12) months. In determining whether or not an individual is a qualified driver the company reviews violations such as involvement with accidents, speeding, reckless driving, at-fault accidents and negative patterns and trends developed over a period of at least three (3) years.

The annual review requirements will be based on the same information as the New Hire Motor Vehicle Record (MVR) requirements outlined in Section I- Hiring Procedure.

Employees deemed to have developed a negative trend in driving and/or have been convicted of three (3) or more minor offenses, including involvement in an "at-fault" accident will be required to undergo a driver's safety course at their own expense, upon notification to the employee by the employer. Employees with one or more minor infractions and/or an at-fault accident who aren't immediately terminated will also be subject to take a mandatory driver's safety course as a condition of continued employment.

Employees that meet any of the above conviction criteria will be considered a "Safety Risk" by both management and the insurance company. These individuals will be removed from their position and may be suspended without pay until they enroll themselves into a Driver Training Safety course.

Employees deemed a "Safety Risk" active or suspended will have five (5) work days to arrange and attend their Safe Driving Course at their expense. Failure to enroll in a safe driving course within the five-work day period may result in termination of employment. Employees temporarily assigned to another position will receive the appropriate rate of pay for the position they were transferred to.

VIII. Citations, Tickets and other Motor Vehicle Notifications

Any employee that operates a CMV and is convicted of a State or local law relating to motor vehicle traffic control (other than a parking violation), in any type of company motor vehicle, is required to notify their direct supervisor by the end of the 1st business day that the violation occurs. The employee's direct supervisor must notify the EH&S Department of the violation. This notification must include the location, the date of the violation, and the type of violation. Please see Accident Program (EHS-PR-004-IDS) for full reporting procedures and requirements.

The requirements in Part 383 apply to every driver who operates in intrastate, interstate, or foreign commerce and operates a vehicle weighing 26,001 pounds or more, can transport more than 15 people, or transports hazardous materials that require placarding.

The requirements in Part 391 apply to every driver who operates in interstate commerce and operates a vehicle weighing 10,001 pounds or more, can transport more than 15 people, or transports hazardous materials that require placarding.

DRIVER REQUIREMENTS: Parts 383 and 391 of the Federal Motor Carrier Safety Regulations contain some requirements that you as a driver must comply with. These requirements are in effect as of July 1, 1984. This is also stated as part of the completion of Certificate of Compliance that is received during New Hire (TRN-FM-006-IDS). They are as follows:

- **POSSESS ONLY ONE LICENSE:** You, as a commercial vehicle driver, may not possess more than one motor vehicle operator's license.

If you have more than one license, keep the license from your state of residence and return the additional licenses to the state that issued them. DESTROYING a license does not close the record in the state that issued it; you must notify the state. If a multiple license has been lost, stolen, or destroyed, close your record by notifying the state of issuance that you no longer want to be licensed by that state.

- **NOTIFICATION OF LICENSE SUSPENSION, REVOCATION OR CANCELLATION:** Sections 391.15 (b)(2) and 383.33 of the Federal Motor Carrier Safety Regulations require that you

notify your employer the NEXT BUSINESS DAY of any revocation or suspension of your driver's license.

- **VIOLATION OF STATE/LOCAL TRAFFIC LAWS:** In addition, Section 383.31 requires that any time you violate a state or local law (other than parking) you must report it within 30 days to: 1) your employing motor carrier, and 2) the state that issued your license (If the violation occurs in a state other than the one which issued you license). The notification to both the employer and state must be in writing.

All violations being reported to the company, must be reported on the "Notification of Moving Violation or Suspension form" (TRN-FM-015-IDS). All reports must in turn be sent to the EH&S Department for inclusion with the individual's Driver Qualification folder.

Notifications are to be completed for all citations, tickets, or incidents that occur in personal vehicles. All notifications due to issues involving commercial/ company vehicles are required to be reported on Incident Reporting forms (EHS-FM-002-IDS) in accordance with the Accident Program (EHS-PR-004-IDS).

IX. Incident Reporting

It is important that all incidents are reported immediately. A call must be immediately made to the employee's Regional/General Manager. It is also the responsibility of the Manager to notify the EH&S Department. For full details on Incident Reporting please see the Incident Prevention and Investigation program (EHS-PR-004-IDS).

Internal emergency contacts for each service center can be found in the DOT Transporter Contingency Plan (TRN-PR-003-IDS).

A. General Accident Requirements

- Police reports must be obtained for all accidents for insurance purposes.
- Employees are not to negotiate with other involved parties.
- Even when other involved parties do not want police involvement or leave the scene, it is still company policy to get a police report.

B. DOT Accidents

DOT Accident is any occurrence involving a CMV that results in one of the following:

- A fatality
- Bodily injury to a person who receives medical attention away from the scene of the accident
- One or more vehicles are damaged so that they must be towed away from the scene.
- Note: If an accident does not meet these criteria, it still must be reported to the police and internally.

Type of Accident Involved	Citation Issued to CMV Driver	Test must be performed by employer
Human Fatality	YES	YES
	NO	YES
Bodily injury with immediate medical treatment away from the scene	YES	YES
	NO	NO
Disabling damage to any motor vehicle requiring tow away	YES	YES
	NO	NO

C. Post-Accident Requirements

Any driver that is involved in an accident will be required to take a drug and alcohol test. Please see both the Company Policy and the Company's FMCSA policy for a full description of the requirements.

- The alcohol test must be conducted within 8 hours
- The controlled substances test must be conducted within 32 hours of the crash.
- After hours Contact 844-213-4778, Option 1 to set up DOT Drug & Alcohol Test or call EH&S Department for assistance

When the appropriate drug and alcohol testing can not be done within the required time limits, a note must be placed in the file describing the circumstances for why the tests could not be completed.

The EH&S Manager will be contacted to confirm whether the drug screen is required to be DOT regulated or not.

Any driver found to be under the influence of drugs or alcohol, in possession of drugs or alcohol, or who refuses to cooperate with the searches and tests requested by management while operating a Company-owned or leased vehicle may result in disciplinary action, up to and including discharge.

X. Company Rules for non-CMVs

- All personnel that drive a company vehicle are required to meet the insurance approval criteria. In addition, each employee will complete an annual motor vehicle review (See Section VII- Annual Driver's Record Review)
- Personal use of company vehicles is prohibited, unless approved by management for operation by an employee only.

- Employees are prohibited from loaning any company owned or leased equipment to any individual without prior management approval.
- The company reserves the right to know where a company vehicle is at all times. The company also reserves the right to inspect a company vehicle at any time.
- Employees will be held responsible for reimbursement to the company, through payroll deduction, for any vehicle damage that occurs due to:
 - Personal use
 - Excessive mileage
 - Lack of maintenance
 - Misuse
 - Reckless driving

XI. Safe Driving Rules / Spotting Vehicles

- Never take unnecessary risks. If in doubt, play it safe. To arrive safely is more important than to arrive on time.
- Report to work promptly. This will give adequate time to inspect equipment and avoid careless speed on the road.
- Speed shall never exceed the posted legal limits and must be consistent with road, traffic, and weather conditions. Remember that posted speed limits are for cars. Commercial Motor Vehicle speed limits are 5 mph less than the posted speed limit.
- Seat belts are required to be worn by all passengers in all company vehicles.
- Plan a route to keep backing at a minimum. Never back into traffic if it can be avoided.
- Before vehicles are moved, drivers should perform a 360° walk-around to identify any hazards or obstacles that may be encountered. This include overhead hazards and notifying any pedestrians in the general area, that the vehicle or equipment is about to be moved.
- Be sure to inspect line of travel before backing. Ensure the area being backed through is clear of debris that could damage a tire. Clear all obstructions from path of truck.
- Even when a helper is directing, drivers are responsible for safe backing. Be sure the spotter is in a position where they have a clear view and where signals can be seen or heard.
- If at any time the driver loses sight of the spotter, they are to immediately stop and not proceed unless they have the spotter in visual line of sight.
- No driver shall leave a vehicle unattended without taking all reasonable precautions to prevent the movement of the vehicle. The parking brake shall be set securely and wheel chocks applied.
- No driver shall stop or park a vehicle in such a position as to cause interference with other traffic. Whenever possible, stop or park away from the traveled portion of the highway.
- Smoking is prohibited near a load of hazardous materials or waste.

XII. Cell Phone Usage

- All drivers should be aware of and follow all local laws that apply to usage of a cell phone while driving any company vehicle.

- Hands free devices should be used when possible.
- Texting is prohibited while driving a company vehicle.

Employees should also consult all Human Resource policies in addition to this program.

XIII. Associated Documents and References

A. References

49 CFR 383 and 391

B. Documents

- Driver Qualification forms
 - Road Test Forms (TRN-FM-001-IDS, TRN-FM-002-IDS)
 - Previous Employment Requests (TRN-FM-003-IDS)
 - Annual Driver Record Review (TRN-FM-004-IDS)
 - Certification of no previously positive drug & alcohol test status (TRN-FM-005-IDS)
 - Certificate of Compliance (TRN-FM-006-IDS)
- Company FMCSA Drug & Alcohol Policy (EHS-PR-101-IDS)
- Incident Report Forms
 - Occupational Incident (EHS-FM-001-IDS)
 - Vehicle Incident Report Form (EHS-FM-002-IDS)
 - Spill Notification Form (ENV-FM-001-IDS)
- Notification of Moving Violation or Suspension form (TRN-FM-015-IDS)
- Transporter Contingency Plan (TRN-PR-003-IDS)

Revisions

Revision Date	Changes

Attachment #5

NorthStar NJ DEP Solid Permit information

Vehicle Registration Information

NJDEP #: 20595
Vehicle Registration Holder: NORTHSTAR MARINE INC
Program Interest #: 207015
Mailing Address Updated? NO
Street Address: 36 Clermont Drive
City/State/Zip: Cape May Court House/NJ/08210

Attachment# 6

Approved Disposal Facility List

Clean Earth of Delaware, Inc,	94Pyles Lane	New Castle	DE	19720	(302)427-6633		NHSoil Treat,	NHSoil Treat, Process, Recyc
Cycle Chem, Inc	550 Industrial Drive	Lewisberry	PA	17339	(717) 938-4700	PAD067098822	RCRA Part B TSDF	
Cycle Chem, Inc	217 South First Street	Elizabeth	NJ	07206	(908) 355-5800	NJD002200046	RCRA Part B TSDF	
Eldredge, Inc,	898 Fernhill Road	West Chester	PA	09380	(610)436-4749	PAD014146179	RCRA Part B TSDF	
Monarch Environmental Recycling	1UB Wt Lake Road	nooastown	NJ	au a	Imliwa- m	1709091436	Oil Recovery &	
NJ, Atlantic County Landfill	6700 Della Road	Egg Harbor	NJ	08234	(609) 272-6950	Not Required	Landfill	Can Accept 13,13C, 27, 27A+
NJ, Burlington County Landfill	21939 Route 543	Columbus	NJ	08022	(609)499-1001	Not Required	Landfill	Can Accept 10,13,13C, 23, 25, 27, 27A+
NJ, Cape May County Landfill	2050 Route 610	Woodbine	NJ	08270	(609) 861-5701	Not Required	Landfill	Can Accept 10,13,13C, 23, 25, 27, 27A+
NJ, Cumberland County Landfill	169 Jesse Bridge Rd	Rosenhayen	NJ	08352	(609)691,9550	Not Required	Landfill	Can Accept 10,13,13C,23, 25, 27, 27A+
NJ, Gloucester County Landfill	493Monroe Ile Rd,	Swedesboro	NJ	08085	(856) 848-4002	Not Required	Landfill	Can Accept 10,13,13C,23, 25, 27, 27A+
NJ, HMDC Landfill	100 Baler Blvd	N, Arlington	NJ	07032	(201)460-4678	Not Required	Landfill	Can Accept 13,13C, 27, 27 Angelo
NJ, Monmouth County Landfill	Asbury Ave & Shafto Road	Tinton Falls	NJ		(732) 922-8686	Not Required	Landfill	Can Accept 10,13,13C, 23, 25, 27, 27A+
NJ, Ocean County Landfill	2498 Route 70	Manchester	NJ	08733	(732) 323-8528	Not Required	Landfill	Can Accept 10,13,13C, 23, 25, 27, 27A+
NJ, Pennsauken Landfill	9600 River Road	Pennsauken	NJ		(856) 663-2772	Not Required	Landfill	Can Accept 10,13,13C, 23, 25, 27, 27A+
NJ, Salem County Landfill	52 McKillip Road	Alloway Twp	NJ	08001	(856)935-7900	Not Required	Landfill	Can Accept 10,13,13C,23,25, 27, 27A+
Passaic Valley Sewage Authority (PVSCI)	600 Wilson Avenue	Newark	NJ	07105	9734662567	Not Required	WWT- Municipal	
Patnck Kelly Drums	mURiver Avenue	Camden	NJ	08105		NJD986626216	Drum	
Petroleum Management, Inc	7443 Shipley Ave, Harmans	Harmans	MD	21077	(301)860.0300	MDR000522794	Oil Recovery &	

Davis, DaQuan (DNREC)

From: jkraus nstarmarine.com <jkraus@nstarmarine.com>
Sent: Friday, October 11, 2024 9:20 AM
To: atirri nstarmarine.com
Cc: Davis, DaQuan (DNREC)
Subject: RE: Missing Information on Delaware Solid Waste Transporter Permit Application (NorthStar)

Good Morning,

They are trained to the permit and its reviewed in the annual Hazwoper training the drivers complete each year in December . The vehicles are owned by Northstar Marine Inc

Best Regards,

Jeffrey Kraus,Coss
HSSE Director
Office: 1-609-263-6666
Cell : 1-856-563-4670
jkraus@nstarmarine.com
www.northstarmarine.com



From: atirri nstarmarine.com <atirri@nstarmarine.com>
Sent: Friday, October 11, 2024 9:15 AM
To: jkraus nstarmarine.com <jkraus@nstarmarine.com>
Subject: FW: Missing Information on Delaware Solid Waste Transporter Permit Application (NorthStar)

Jeff, can you reply to me the answer regarding training? Thanks, Ann Marie

Northstar Marine, Inc. owns all vehicles

From: Davis, DaQuan (DNREC) <daquan.davis@delaware.gov> **On Behalf Of** WHStranporters
Sent: Friday, October 11, 2024 9:03 AM
To: atirri nstarmarine.com <atirri@nstarmarine.com>
Subject: RE: Missing Information on Delaware Solid Waste Transporter Permit Application (NorthStar)

Good morning,

Two thing I need answered:

Who owns each vehicle? Are Drivers trained on the conditions of the Delaware Solid waste transporter Permit?

Thank you,

DaQuan Davis



DaQuan L. Davis

Environmental Scientist I

Division of Waste and Hazardous Substances

302-739-9403

daquan.davis@delaware.gov

89 Kings Hwy SW, Dover, DE 19901

dnrec.delaware.gov



From: atirri nstarmarine.com <atirri@nstarmarine.com>

Sent: Friday, October 11, 2024 8:50 AM

To: WHStranporters <WHStranporters@delaware.gov>

Cc: jkraus nstarmarine.com <jkraus@nstarmarine.com>

Subject: RE: Missing Information on Delaware Solid Waste Transporter Permit Application (NorthStar)

Dear Daquan,

Attached are the missing documents.

If any additional documentation is required, please advise.

Thank you,
Ann Marie Tirri
Northstar Marine, Inc.
36 Clermont Drive
Clermont, NJ 08210
Office: 609-263-6666
Fax: 609-624-1055
Cell: 609-335-5968

From: Davis, DaQuan (DNREC) <daquan.davis@delaware.gov> **On Behalf Of** WHStranporters

Sent: Wednesday, October 9, 2024 12:11 PM

To: atirri nstarmarine.com <atirri@nstarmarine.com>

Subject: Missing Information on Delaware Solid Waste Transporter Permit Application (NorthStar)

Ms. Tirri,

Thank you for submitting your application to renew your Delaware solid waste transporter permit. Upon review, I have found that some information is missing or needs to be updated. Please address the items listed below:

- Section 10- You did not submit a certificate of insurance. Please provide this form and ensure you have the correct amount of automobile liability insurance and add the Department of Natural Resources and Environmental Control address in the Certificate Holder section the address is 89 Kings HWY, Dover, DE 19901.
- Section 10- *For-hire* means transporting passengers, regulated property, or household goods owned by others for compensation. Do you transport any of the following? If so, please provide an MCS-90 endorsement form.

- Section 12(e)- You did not provide a written driver training program. Please review section 12 of the application and provide driver training.
- Section 13- You did not submit a vehicle list. Please provide this. On the form provided with this application, list the **MAKE, MODEL, YEAR, VEHICLE IDENTIFICATION NUMBER (VIN), LICENSE PLATE NUMBER, STATE OF REGISTRATION, MANUFACTURER'S GVWR, and OWNERSHIP** of all vehicles used for the transportation of hazardous waste. You must list both motorized and container units.
- Section 14-You did not provide a list of vehicle operators.

Please provide the information requested above via e-mail within five (5) days.

Thank you,
DaQuan Davis



DaQuan L. Davis

Environmental Scientist I

Division of Waste and Hazardous Substances

☎ 302-739-9403

✉ daqun.davis@delaware.gov

📍 89 Kings Hwy SW, Dover, DE 19901

🌐 dnrec.delaware.gov





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/10/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Christi Insurance Group, Inc. 550 Pinetown Road, Suite #226 Fort Washington PA 19034	CONTACT NAME: Rachel McGuckin PHONE (A/C, No, Ext): 215-576-1250 FAX (A/C, No): 215-576-5686 E-MAIL ADDRESS: RMcGuckin@christiinsurance.com	
	INSURER(S) AFFORDING COVERAGE	
INSURED Northstar Marine Inc 36 Clermont Drive Clermont NJ 08210	License#: PC-553829 License#: NORTMAR-01	INSURER A: Travelers Property Casualty Co. of America NAIC # 25674 INSURER B: Selective Casualty Insurance Co. NAIC # 14376 INSURER C: Manufacturers Alliance Insurance Company NAIC # 36897 INSURER D: Miscellaneous Company INSURER E: Navigators Management Company INSURER F:

COVERAGES

CERTIFICATE NUMBER: 437577259

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			ZOL81M9771A	4/28/2024	4/28/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			S2432083	4/28/2024	4/28/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			ZOB51M98700	4/28/2024	4/28/2025	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
C	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	1395714Y ALMA-061622-020851	6/21/2024 6/21/2024	6/21/2025 6/21/2025	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Protection & Indemnity			ZOH41N38830	4/28/2024	4/28/2025	Limit 1,000,000
D	Vessel Pollution			59-82594	4/28/2024	4/24/2025	Limit 5,000,000
E	Excess			NY24LIAZ0E63D01	4/28/2024	4/28/2025	Limit 15,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Delaware Department of Natural Resources and Environmental Control/Compliance&Permitting
 89 Kings Highway
 Dover DE 19901
 USA

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Please note, the expiration date as stated on this form relates to the process for renewing the Information Collection Request for this form with the Office of Management and Budget. This requirement to collect information as requested on this form does not expire. For questions, please contact the Office of Registration and Safety Information, Registration, Licensing, and Insurance Division.

A Federal Agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a current valid OMB Control Number. The OMB Control Number for this information collection is 2126-0008. Public reporting for this collection of information is estimated to be approximately 2 minutes per response, including the time for reviewing instructions, gathering the data needed, and completing and reviewing the collection of information. All responses to this collection of information are mandatory. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Motor Carrier Safety Administration, MC-RRA, Washington, D.C. 20590.

ENDORSEMENT FOR MOTOR CARRIER POLICIES OF INSURANCE FOR PUBLIC LIABILITY UNDER SECTIONS 29 AND 30 OF THE MOTOR CARRIER ACT OF 1980 FORM MCS-90


C0000FS 2432083 328

Issued to NORTHSTAR MARINE INC of 36 CLEMENT DR, CAPE MAY COURT HOUSE, NJ 08210
(Motor Carrier name) (Motor Carrier State or Province)

Dated at MID ATLANTIC REGION on this 23 day of APRIL, 2024

Amending Policy No. S 2432083 Effective date: April 28, 2024

Name of Insurance Company SELECTIVE CASUALTY INSURANCE COMPANY

Countersigned by: 
Authorized Company Representative

The policy to which this endorsement is attached provides primary or excess insurance, as indicated for the limits shown (check only one):

- This insurance is primary and the company shall not be liable for amounts in excess of \$1,000,000 for each accident.
- This insurance is excess and the company shall not be liable for amounts in excess of \$1,000,000 for each accident in excess of the underlying limit of \$1,000,000 for each accident.

Whenever required by the Federal Motor Carrier Safety Administration (FMCSA), the company agrees to furnish the FMCSA a duplicate of said policy and all its endorsements. The company also agrees, upon telephone request by an authorized representative of the FMCSA, to verify that the policy is in force as of a particular date. The telephone number to call is: 1-800-777-9656.

Cancellation of this endorsement may be effected by the company of the insured by giving (1) thirty-five (35) days notice in writing to the other party (said 35 days notice to commence from the date the notice is mailed, proof of mailing shall be sufficient proof of notice), and (2) if the insured is subject to the FMCSA's registration requirements under [49 U.S.C. 13901](#), by providing thirty (30) days notice to the FMCSA (said 30 days notice to commence from the date the notice is received by the FMCSA at its office in Washington, DC).

Filings must be transmitted online via the Internet at <http://www.fmcsa.dot.gov/urs>.

DEFINITIONS AS USED IN THIS ENDORSEMENT

ACCIDENT includes continuous or repeated exposure to conditions or which results in bodily injury, property damage, or environmental damage which the insured neither expected nor intended.

MOTOR VEHICLE means a land vehicle, machine, truck, tractor, trailer, or semitrailer propelled or drawn by mechanical power and used on a highway for transporting property, or any combination thereof.

BODILY INJURY means injury to the body, sickness, or disease to any person, including death resulting from any of these.

PROPERTY DAMAGE means damage to or loss of use of tangible property.

ENVIRONMENTAL RESTORATION means restitution for the loss, damage, or destruction of natural resources arising out of the accidental discharge, dispersal, release or escape into or upon the land, atmosphere, watercourse, or body of water, of any commodity transported by a motor carrier. This shall include the cost of removal and the cost of necessary measures taken to minimize or mitigate damage to human health, the natural environment, fish, shellfish and wildlife.

PUBLIC LIABILITY means the liability for bodily injury, property damage, and environmental restoration.

The insurance policy to which this endorsement is attached provides automobile liability insurance and is amended to assure compliance by the insured, within the limits stated herein, as a motor carrier of property, with Sections 29 and 30 of the Motor Carrier Act of 1980 and the rules and regulations of the Federal Motor Carrier Safety Administration (FMCSA).

In consideration of the premium stated in the policy to which this endorsement is attached, the insurer (the company) agrees to pay, within the limits of liability described herein, any final judgment recovered against the insured for public liability resulting from negligence in the operation, maintenance or use of motor vehicles subject to the financial responsibility requirements of Sections 29 and 30 of the Motor Carrier Act of 1980 regardless of whether or not each motor vehicle is specifically described in the policy and whether or not such negligence occurs on any route or in any territory authorized to be served by the insured or elsewhere. Such insurance as is afforded, for public liability, does not apply to injury to or death of the insured's employees while engaged in the course of their employment, or property transported by the insured, designated as cargo. It is understood and agreed that no condition, provision, stipulation, or limitation contained in the policy, this endorsement, or any other endorsement thereon, or violation thereof, shall relieve the company from liability or from the payment of any final judgment, within the limits of liability herein described, irrespective of the financial condition, insolvency or bankruptcy of the insured. However, all terms, conditions, and limitations in the policy to which the endorsement is attached shall remain in full force and effect as binding between the insured and the company. The insured agrees to reimburse the company for any payment made by the company on account of any accident, claim, or suit involving a breach of the terms of the policy, and for any payment that the company would not have been obligated to make under the provisions of the policy except for the agreement contained in this endorsement.

It is further understood and agreed that, upon failure of the company to pay any final judgment recovered against the insured as provided herein, the judgment creditor may maintain an action in any court of competent jurisdiction against the company to compel such payment.

The limits of the company's liability for the amounts prescribed in this endorsement apply separately to each accident and any payment under the policy because of anyone accident shall not operate to reduce the liability of the company for the payment of final judgments resulting from any other accident.

SCHEDULE OF LIMITS — PUBLIC LIABILITY

Type of Carriage	Commodity Transported	January 1, 1985
(1) For-hire (in interstate or foreign commerce, with a gross vehicle weight rating of 10,000 or more pounds).	Property (Non-hazardous)	\$ 750,000
(2) For-hire and Private (in interstate, foreign, or intrastate commerce, with a gross vehicle weight rating of 10,000 or more pounds).	Hazardous substances, as defined in 49 CFR 171.8 , transported in cargo tanks, portable tanks, or hopper-type vehicles with capacities in excess of 3,500 water gallons; or in bulk Division 1.1, 1.2, and 1.3 materials, Division 2.3, Hazard Zone A, or Division 6.1, Packing Group I, Hazard Zone A material; in bulk Division 2.1 or 2.2; or highway route controlled quantities of a Class 7 material, as defined in 49 CFR 173.403 .	\$5,000,000
(3) For-hire and Private (in interstate or foreign commerce, in any quantity; or in intrastate commerce, in bulk only; with a gross vehicle weight rating of 10,000 or more pounds).	Oil listed in 49 CFR 172.101 ; hazardous waste, hazardous materials, and hazardous substances defined in 49 CFR 171.8 and listed in 49 CFR 172.101 , but not mentioned in (2) above or (4) below.	\$1,000,000
(4) For-hire and Private (In interstate or foreign commerce, with a gross vehicle weight rating of less than 10,000 pounds).	Any quantity of Division 1.1, 1.2, or 1.3 material; any quantity of a Division 2.3, Hazard Zone A, or Division 6.1, Packing Group I, Hazard Zone A material; or highway route controlled quantities of a Class 7 material as defined in 49 CFR 173.403 .	\$5,000,000

* The schedule of limits shown does not provide coverage. The limits shown in the schedule are for information purposes only.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/10/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Christi Insurance Group, Inc. 550 Pinetown Road, Suite #226 Fort Washington PA 19034	CONTACT NAME: Rachel McGuckin PHONE (A/C, No, Ext): 215-576-1250 E-MAIL ADDRESS: RMcGuckin@christiinsurance.com		FAX (A/C, No): 215-576-5686
	INSURER(S) AFFORDING COVERAGE		
License#: PC-553829 NORTMAR-01	INSURER A : Travelers Property Casualty Co. of America	NAIC # 25674	
INSURED Northstar Marine Inc 36 Clermont Drive Clermont NJ 08210	INSURER B : Selective Casualty Insurance Co.	NAIC # 14376	
	INSURER C : Manufacturers Alliance Insurance Company	NAIC # 36897	
	INSURER D : Miscellaneous Company		
	INSURER E : Navigators Management Company		
	INSURER F :		

COVERAGES

CERTIFICATE NUMBER: 437577259

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INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		ZOL81M9771A	4/28/2024	4/28/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		S2432083	4/28/2024	4/28/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		ZOB51M98700	4/28/2024	4/28/2025	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
C D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N/A	1395714Y ALMA-061622-020851	6/21/2024 6/21/2024	6/21/2025 6/21/2025	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A D E	Protection & Indemnity Vessel Pollution Excess		ZOH41N38830 59-82594 NY24LIAZ0E63D01	4/28/2024 4/28/2024 4/28/2024	4/28/2025 4/24/2025 4/28/2025	Limit 1,000,000 Limit 5,000,000 Limit 15,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Delaware Department of Natural Resources and Environmental Control/Compliance & Permitting
 89 Kings Highway
 Dover DE 19901
 USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Andrew T. Lunny

Northstar Driver List

1. Jeffrey Kraus
2. Scott Cooper
3. Ian Farrow
4. Robert Laughlin
5. Dustin Timmereck
6. Robert Czerwinski
7. James Hickman
8. Phillip Meyerhuber
9. Steven Prince

Northstar Marine, Inc. Vehicle List

Make- Model	Year	Type	VIN	License Plate	State	COMP. NO#	GVWR
DODGE 1500	2008	PU	1D7HA18NX8S583981	XGF-W73	NJ	NE3100	6800
FORD F250	2018	PU	1FT7X2B6XE30637	XEF-W39	NJ	NE3101	8500
FORD F150	2014	PU	1FTMF1CM9EKG43088	XKM-A83	NJ	NE3102	7050
FORD MAVERICK	2023	PU	1FTTW8E35PRA33745	XFT-L85	NJ	NE3103	6500
FORD RANGER	2020	PU	1FTER1FH5LLA19077		NJ	NE3105	4400
FORD F350	2015	PU	1FTBF3A68FED73620	XKU-R70	NJ	NE4300	11500
FORD F350	2011	PU	1FD8W3F65BEA43250	XNR-M21	NJ	NE4301	11500
FORD F550	2024	PU	1FD0X5HT9REC12043	XNT-N90	NJ	NE4302	19500
FORD E450	2016	BOX TRK	1FDXE4FSXGDC13648	XNF-C79	NJ	NE4453	14500
INT'L SBA	2017	BOX TRK	1HTMMMMN2HH655179	XNP-R79	NJ	NE4454	25900
INT'L TERRASTAR	2015	STK TRK	1HTJSSKK4FH659026	XJZ-Y48	NJ	NE4651	26000
KENWORTH T880	2017	DMPTRK	1NKZXPTX0HJ133317	AW-939Y	NJ	NE4800	80000
HINO 338	2014	DMPTRK	5PVNV8JT5E4S53197	AY-828M	NJ	NE4801	60000
MACK GRANITE	2019	DMPTRK	1M2GR3GC0KM002747		NJ	NE4802	80000
MACK CH613	2009	TRCTR	1M1AN09Y49N003952	AU-163F	NJ	NE4901	80000
MACK CH613	2000	TRCTR	1M1AA18Y5YW123075	AT-216K	NJ	NE4902	80000
PETERBILT 567	2018	TRCTR	1XPCP4EX4JD488075	AY-485C	NJ	NE4904	80000
MACK CV713	2004	TNK TRK	1M2AG11C54M008233	AN-564U	NJ	NE7501	64000
PETERBILT 348	2017	TNK TRK	2NP3LJ9X2HM448323	AX-523D	NJ	NE7503	56000
PETERBILT 348	2014	TNK TRK	2NP3LJ0X5EM244463	AY-781H	NJ	NE7504	54000
KEITH HUBER	2014	TNK TLR	1K9TS552FE1072002	TTF-92R	NJ	NE9000	60000
EAGER BEAVER	2013	LOBOY TLR	112SD5523DL078641	U95-TAU	NJ	NE9002	80000
AM HAULER	2011	DMP TLR	5N6200F20B1032130	TWV-24W	NJ	NE9008	10000
RIN	2006	UTL TLR	5M7DC14226P000042	TYP-63J	NJ	NE9009	8000
FORD F250	2007	PU	1FTSW21Y17EA77223	XJZ-37	NJ	A110	8500
FORD F350	2015	PU	1FT8W3B62FED61858	XLT-H22	NJ	A140	11500
FORD F350	2017	PU	1FTRF3B61HEB73338	XFH-V83	NJ	A150	11500
CHEVY 1500	2017	PU	1GC2KUEG0HZ303657	XGF-X23	NJ	A160	7000
RAM 1500	2018	PU	1C6RR7FT6JS220828	XBA-K50	NJ	A170	7000
CHEVY 2500	2010	VAN	1GB2GWBG3A1151965	XLT-H21	NJ	A250	8500
FORD F450	2019	UTILITY	1FD9W4HT7KEE60169	KJA-V26	NJ	A310	14500
FORD MAVERICK	2024	PU	3FTTW8A38RRB07975	M21-UTX	NJ	A320	6500

Attachment #3

Driver Training



Driver Qualifications & General Requirements

TRN-PR-001-IDS

Reviewed By:
Jeffrey Kraus
Health & Safety Manager

Revised: June, 2019

Document Number:	TRN-PR-001-IDS	Issue Date:	May ,2019
Author:	Jeffrey Kraus	Revision Date:	
Job Title:	Health and Safety Manager	Department:	TRN

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Driver Qualifications and Other General Requirements

I. Policy

This program is designed in order to help employees and their respective divisions understand the requirements related to the driver/ operator position or for any employee that does or has the potential of driving a company vehicle.

This program is developed for NorthStar Marine

II. Definitions

Motor Vehicle Record (MVR)- This is the driver profile that is obtained from the State Division of Motor Vehicles. Also referred to as the "Driver Abstract" At a minimum this is obtained from the state on an annual basis.

Driver is defined as any person who operates a commercial motor vehicle. For the purpose of this program, any employee that will be driving a CMV for the company will be considered a "Driver" as defined by the DOT regulations, regardless of the job title assigned to the employee.

Commercial Motor Vehicle (CMV) is defined as any vehicle used in commerce that has a gross vehicle weight rating of over 10,000 pounds. Examples of a CMV include stake/ rack trucks, box trucks, vacuum trucks, roll off trucks, hydroexcavators, and tractor/trailers.

Gross Vehicle Weight (GVW) is the total weight of the loaded vehicle, as listed on the registration. This is determined by the weight of the vehicle itself and the cargo that can legally be loaded within that vehicle. It is often found on a vehicle doorplate.

Company Vehicle- This includes all vehicles that are owned by the company. This includes pick up trucks, vans, company cars along with the commercial vehicles defined above.

III. Hiring Procedure

A. Age Requirements

All employees that will be required to drive a commercial vehicle will be required to be at least 21 years of age. Since all industrial service operations require employees to perform projects in various states or cross state lines, this will be necessary.

DOT drivers that are under 21 years old are not allowed to operate a commercial vehicle outside of the state that issues their driver's license.

B. Driver Motor Vehicle Record Review

NORTHSTAR MARINE INC. is required by our insurance company and DOT regulations to inquire into the driving record of each employee who drives a company vehicle. It is the employer's responsibility to determine whether a driver meets minimum requirements for safe driving or is disqualified from driving commercial motor vehicles or other employer owned vehicles. All employees are required to submit annual driving review forms which must include all accidents and moving violations incurred during the previous twelve (12) months. In determining whether or not an individual is a qualified driver the company reviews violations such as involvement with accidents, speeding, reckless driving, at-fault accidents and negative patterns and trends developed over a period of at least three (3) years.

- Clean Driver – MVR shows no minor convictions and no at-fault accidents for the past three years.
- Marginal Driver – May have one or two incidents or a recently clear MVR that has had activity in the past.
- Disqualified Driver.

In most cases, employees employed who are convicted of a major offense may be disqualified from driving a motor vehicle and terminated from the company. (Disciplinary action will be based on our current policies and/or will follow requirements posted under 49 CFR 391.15 for employees licensed to operate commercial vehicles.) Major convictions include:

- a) DWI (any incident involved drugs and/or alcohol)- Removal for a period of at least 3 years from date of incident
- b) Failure to stop and/or report an accident
- c) Attempting to elude an officer of the law
- d) Assault, manslaughter, or homicide arising out of the operation of a motor vehicle
- e) Driving with a suspended or revoked license
- f) Speed contests, drag or highway racing
- g) Possession of an opened alcoholic beverage container
- h) Major speeding conviction (20 mph or more over the posted speed limit where specified on the MVR.
- i) Driving while unlicensed,
- j) At-fault accident arising out of the negligent operation of the vehicle for which the driver is at fault,
- k) Any other vehicle accident where reassurance of the driver not being at fault cannot be obtained.

Employees convicted of minor offenses may include:

- a) Speeding less than 20 mph over posted speed limit
- b) Driving too fast for conditions
- c) Careless or inattentive driving

- d) Unsafe lane change
- e) Failure to stop or yield the right of way
- f) Following too closely
- g) Any standard moving violation that does not fall in the major category.

New Hires failing to disclose accidents, points or traffic violations, or falsifies any part of their employment application will be terminated. Newly hired employees with negative trends in driving habits

- a) will not be hired and/or
- b) will be required to enroll and complete a Driver's Safety Training Course at their expense before ninety days of employment. Newly hired employees who do not enroll and complete this course will be terminated. If they complete the course they may re-apply for a position and be considered for re-hire as a new employee.

C. Road Test

Road tests are given for each employee that will or has the potential to drive a commercial vehicle (>10,000 lbs GVWR). Tests involve a series of actual traffic situations designed to measure how well the driver responds to road and traffic conditions and their ability to maneuver the vehicle. Road tests (TRN-FM-001-IDS, TRN-FM-002-IDS) are part of the interview process. It is important to gauge the ability of any potential new hire and this is required as part of the driver qualification process.

Each service center should have 1 or 2 employees that are the designated individuals for conducting road tests. Designated individuals must have at least:

- A CDL license with proper endorsements
- At least 3-5 years' experience driving a CMV

Road tests should be conducted in the largest sized vehicle that the driver will be required or has the potential to drive. CDL drivers should only be tested in a manual shift vehicle.

D. Medical Examiner Cards (DOT cards)

All field employees that are to be qualified as DOT drivers will be required to receive a new Medical examiner card. Individuals that qualify for a 1-year or 2-year card will be considered qualified upon being hired.

Those that qualify for less than a 1-year card upon being hired, will be required to see their personal physician and address the issues that are not allowing them to qualify for at least a one-year card. Upon controlling the identified condition, the potential new hire will be required to return to the company's doctor in order to obtain the 1-2-year clearance. With this clearance a start date can then be set up.