

Optional Information

Name of School:

Date of Inspection:

Vocational Program/Course/Room:

Signature of Inspector:

**Servicing Appliances Which Contain Refrigerant
Self Inspection Checklist**

Guidelines: This checklist covers the regulations issued by the Environmental Protection Agency under Subpart F, 40 CFR 82.150 to 82.166. This checklist does not cover Motor Vehicle Air Conditioners (MVACs). See the checklist titled "Service and Repair of Motor Vehicle Air Conditioners." This checklist does not address regulations for approved equipment testing organizations, technician certification programs, persons who take the final step in the disposal process of *small appliances* or *MVAC-like appliances*, and reclaimer certification. Appendices A through D of the regulations 40 CFR 82.150 to 82.166 should also be consulted and include: Appendix A - Specifications for Fluorocarbon Refrigerants, Appendix B - Performance of Refrigerant Recovery, Recycling and/or Reclaim Equipment, Appendix C - Method for Testing Recovery Devices for Use With Small Appliances, Appendix D - Standards for Becoming a Certifying Program for Technicians. Definitions of italicized terms are provided at the end of the checklist to help you understand some of the questions.

Maintaining, Servicing, and Repairing of Appliances

Please Circle

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| 1. | Is knowingly venting or releasing any <i>class I</i> or <i>class II</i> <i>refrigerant</i> into the environment prohibited? [40 CFR 82.154(a)] | Y N N/A DK |
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Note: Small releases associated with good faith attempts to recycle or recover refrigerants are permitted provided proper procedures are followed.

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2. Are EPA required procedures followed when opening an *appliance* for maintenance, service or repair? [40 CFR 82.154(b) and 82.156] Y N N/A DK

Note: Different *appliances* must be evacuated to different pressures according to the age of the recovery or recycling equipment and the type of *appliance*. Certain exceptions are also permitted. Consult 40 CFR 82.156 for additional information.

3. Are all individuals who open an *appliance* EPA certified for that type of appliance? [40 CFR 82.161(a)] Y N N/A DK

Note: Individuals must be certified as Type I - persons who maintain, service, or repair *small appliances*; Type II - persons who maintain, service, or repair *high or very high-pressure appliances* or *MVAC-like appliances*; Type III - person who repair *low-pressure appliances*; and Universal - persons who maintain, service, or repair all types of *appliances*. Persons who maintain, service, or repair *MVAC-like appliances* may be certified according to the requirements for MVAC service, repair and disposal (see checklist for "Service and Repair of Motor Vehicle Air Conditioners").

4. When opening *appliances*, is refrigerant evacuated to a system receiver or a recovery or recycling machine certified according to EPA requirements? [40 CFR 82.154(b) and 82.156] Y N N/A DK

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| 5. | When servicing <i>appliances</i> normally containing 50 or more pounds of refrigerant, is the owner/operator of the appliance given an invoice or other documentation, which indicates the amount of refrigerant added to the appliance? [40 CFR 82.166(j) and 82.158] | Y N N/A DK |
| 6. | Are copies of individual certifications maintained at the school for at least 3 years? [40 CFR 82.166(l) & (m)] | Y N N/A DK |
| 7. | Is all recovery or recycling equipment used in accordance with the manufacturer's directions unless the directions conflict with EPA requirements? [40 CFR 82.156(d)] | Y N N/A DK |

Disposal

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| 8. | Is knowingly venting or releasing any <i>class I</i> or <i>class II</i> refrigerant into the environment prohibited when disposing of an <i>appliance</i> ? [40 CFR 82.154(a)] | Y N N/A DK |
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Note: Small releases associated with good faith attempts to recover refrigerants are permitted provided all EPA required practices are followed.

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| 9. | Are all individuals who dispose of <i>appliances</i> , except <i>small appliances</i> and <i>MVAC-like appliances</i> EPA certified for that type of <i>appliance</i> ? [40 CFR 82.161(a)] | Y N N/A DK |
| 10. | Are copies of required individual certifications maintained at the school for at least 3 years? [40 CFR 82.166(l) & (m)] | Y N N/A DK |
| 11. | Is all recovery equipment used in accordance with the manufacturer's directions unless the directions conflict with EPA requirements? [40 CFR 82.156(d)] | Y N N/A DK |

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12. When disposing of *appliances*, except *small appliances* and *MVAC-like appliances*, is refrigerant evacuated to a system receiver or a recovery or recycling machine certified according to EPA requirements? [40 CFR 82.156(a)] Y N N/A DK

13. If removing refrigerant prior to disposing of *appliances*, except *small appliances* and *MVAC-like appliances*, are EPA required procedures followed for proper evacuation? [40 CFR 82.156] Y N N/A DK

Note: Different evacuation pressures are specified according to the age of the recovery or recycling equipment and the type of *appliance*. Consult 40 CFR 82.156(a) for additional information.

14. If recovering refrigerant for the sake of disposing of *small appliances*, is refrigerant recovered from the *appliance* according to a), b) or c)? [40 CFR 82.156(h)] Y N N/A DK

a) 90% of the refrigerant must be recovered if the compressor is operating;

b) 80% of the refrigerant must be recovered if the compressor is not operating; or

c) the appliance is evacuated to four (4) inches of mercury vacuum.

15. If recovering refrigerant for the sake of disposing of *MVAC-like appliances*, is the system pressure of the *appliance* reduced to at or below 102 mm of mercury vacuum, using equipment that meets EPA requirements? [40 CFR 82.156(g)] Y N N/A DK

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16. If the *small appliance* or *MVAC-like appliance* is being sent to someone else for final disposal and the refrigerant has been recovered according to EPA requirements, is documentation provided that includes a signed statement certifying that the refrigerant has been properly removed, the name and address of the person who recovered the refrigerant and the date the refrigerant was removed? [40 CFR 82.156(f)] Y N N/A DK

17. If the *small appliance* or *MVAC-like appliance* refrigerant is not recovered prior to disposal, is the *appliance* sent to a person who will dispose of the *appliance* according to EPA requirements? [40 CFR 82.156] Y N N/A DK

General Requirements

18. Has a proper *Equipment Operations Certification* been prepared and sent to EPA? [40 CFR 82.154(e) and 82.162] Y N N/A DK

19. If *class I* or *class II* substances are sold or distributed for use as a refrigerant, are invoices maintained for at least 3 years indicating the name of the purchaser, the date of sale, and the quantity of refrigerant purchased? [40 CFR 82.166(a) & (m)] Y N N/A DK

20. Is altering the design of any certified refrigerant recycling or recovery equipment in a way that would affect the equipment's ability to meet the certification standards prohibited? [40 CFR 82.154(d)] Y N N/A DK

21. If *class I* or *class II* refrigerants are purchased, is evidence provided to the wholesaler regarding each individual's certification including any changes to certification? [40 CFR 82.166(b)] Y N N/A DK

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22. Is selling or offering for sale any used *class I* or *class II* refrigerant prohibited unless one of the following is true? [40 CFR 82.154(g) & (h)] Y N N/A DK
- a) The person is an EPA certified reclaimer following EPA approved procedures.
 - b) The *class I* or *class II* substance was used only in an MVAC or *MVAC-like appliance* and is to be used only in an MVAC or *MVAC-like appliance*; or
 - c) The *class I* or *class II* substance is contained in an appliance that is sold or offered for sale together with the *class I* or *class II* substance.
23. Is selling, distributing, offering for sale, or offering to distribute any *class I* or *class II* substance for use as a refrigerant prohibited unless: [40 CFR 82.154(m)] Y N N/A DK
- a) The buyer is an EPA certified technician.
 - b) The refrigerant is sold only for eventual resale to EPA certified technicians or to *appliance* manufacturers.
 - c) The refrigerant is sold to an *appliance* manufacturer.
 - d) The refrigerant is contained in an *appliance*.
 - e) The refrigerant is charged into an *appliance* by an EPA certified technician during maintenance, service, or repair.

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| 24. | If you are the owner/operator of an appliance normally containing 50 or more pounds of refrigerant, are records maintained documenting the date and type of service on the <i>appliance</i> and the amount of refrigerant added? [40 CFR 82.166(k)] | Y N N/A DK |
| 25. | If you are the owner/operator of a commercial refrigeration or industrial process refrigeration equipment, are all leaks repaired within 30 days if the equipment is leaking at a rate such that the loss of refrigerant will exceed 35 percent of the total charge during a 12 month period? [40 CFR 82.156(h)(2)] | Y N N/A DK |
| 26. | If you are the owner/operator of an <i>appliance</i> normally containing more than 50 pounds of refrigerant and not covered by question 25, are all leaks repaired within 30 days if the appliance is leaking at a rate such that the loss of refrigerant will exceed 15% of the total charge during a 12-month period? [40 CFR 82.156(j)] | Y N N/A DK |

Note: Owners are not required to repair the leaks indicated in questions 25 and 26 if, within 30 days, they develop a one-year retrofit or retirement plan for the leaking equipment. The plan must be in writing, dated and kept on site. All work must be completed within one year of the plan's date.

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Definitions:

Appliance means any device which contains and uses a class I or class II substance as a refrigerant and which is used for household or commercial purposes, including any air conditioner, refrigerator, chiller, or freezer.

Class I refrigerants include chlorofluorocarbons (CFCs), halons, carbon tetrachloride, and methyl chloroform.

Class II refrigerants include hydrochlorofluorocarbons (HCFCs).

Equipment Operations Certification means a signed statement from a school that maintains, services, or repairs *appliances* except for MVACs that includes:

- a) The name and address (including the county) of the purchaser of any EPA approved equipment used to recover and recycle refrigerant;
- b) the name and address of the establishment where the equipment will be located;
- c) the manufacturer name and equipment model number, the date of manufacture, and the serial number of the equipment;
- d) a statement that the equipment will be properly used in servicing *appliances* and that the information given is true and correct;
- e) a signature of the owner of the equipment or other responsible officer. This *Equipment Operations Certification* must be sent to CAA § 608 Enforcement Contact, EPA Region II, Jacob K. Javits Federal Building, 26 Federal Plaza, Room 5000, New York, NY 10278. [40 CFR 82.154(e) and 82.162]

High-pressure appliance means an appliance that uses a refrigerant with a boiling point between -50 and 10 degrees Centigrade at atmospheric pressure (29.9 inches of mercury). This definition includes but is not limited to appliances using refrigerants -12, -22, -114, -500, or -502.

Low-pressure appliance means an appliance that uses a refrigerant with a boiling point above 10 degrees Centigrade at atmospheric pressure (29.9 inches of mercury). This definition includes but is not limited to equipment utilizing refrigerants -11, -113, and -123.

MVAC-like appliance means a motor vehicle air conditioner like appliance. It includes mechanical vapor compression, open-drive compressor appliances used to cool the driver's or passenger's compartment of a non-road motor vehicle. This includes the air-conditioning equipment found on agricultural or construction vehicles. This definition is not intended to cover appliance using HCFC-22 refrigerant.

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Opening an appliance means any service, maintenance, or repair on an appliance that could be reasonably expected to release refrigerant from the appliance to the atmosphere unless the refrigerant were previously recovered from the appliance.

Small Appliance means any of the following products that are fully manufactured, charged, and hermetically sealed in a factory with five (5) pounds or less of refrigerant: refrigerators and freezers designed for home use, room air conditioners (including window air conditioners and packaged terminal air conditioners), packaged terminal heat pumps, dehumidifiers, under-the-counter ice makers, vending machines, and drinking water coolers.

Very high-pressure appliance means an appliance that uses a refrigerant with a boiling point below -50 degrees Centigrade at atmospheric pressure (29.9 inches of mercury). This definition includes but is not limited to equipment utilizing refrigerants -13 and -503.

Sources of Additional Information:

Stratospheric Ozone Information Hotline: 1-800-296-1996

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