

PROCEDURE

DISPOSAL OF REFRIGERANT APPLIANCE

Purpose:

The purpose of this procedure is to demonstrate compliance with 40 CFR 82.155, *Safe disposal of appliances*; 40 CFR 82.156, *Proper evacuation of refrigerant from appliances*; and 40 CFR 82.157, *Appliance maintenance and leak repair*. To meet those requirements, records of appliance evacuation and disposal for appliances containing more than 5 pounds of refrigerant per circuit must be kept for three years.

Scope:

This procedure applies to all University employees, contractors, and vendors that maintain equipment inventory and service records of refrigerant appliances.

Responsible Personnel:

Refer to the Refrigerant Management Plan for specific responsibilities.

Environmental Management – Air Quality Compliance Manager

Facilities Management Campus– Maintenance and Operations Preventative Maintenance Manager; Maintenance Managers; and Planning, Design, & Construction Manager

Facilities Management Medical Center– Facilities Preventative Maintenance Manager; Physical Plant Managers; Facilities Construction Manager

Utility and Energy Management – Utilities System Manager

Capital Planning, Design, Construction – Capital Construction Project Manager

Athletics (Projects and Trades) – Directors of Operations/Athletics; Associate Director Operations/Athletic Skilled Trades; Operations Coordinator/Athletic Projects

Auxiliary Services – Auxiliary Services Director Associate

Risk Management & Administrative Services – Stores Central Manager

Departments or Buildings not maintained through the above programs

Contractor and Vendors

Regulatory Reference:

40 CFR 82.155

40 CFR 82.156

40 CFR 82.157

Supporting Document:

Refrigerant Management Plan
AQ-FORM-401

Procedure:

Responsible personnel ensure that disposal is performed in accordance with 40 CFR 82 and activities detailed in the Disposal of Refrigerant Appliance Work Instructions AQ-WI-401 are completed for the disposal of an appliance. Appliance information must be entered in SAP (where available on Lexington campus) or submitted to the AQCM for submittal into SPHERA to maintain inventory records.

Work Instructions:

AQ-WI-401