



General 608 Facility Self Audit Checklist Industrial Process Refrigeration, Comfort Cooling, Commercial and Other Refrigeration

- | 1. | Yes
[] | No
[] | |
|-----|------------|-----------|---|
| | | | Does your facility own or operate <u>any</u> of the following appliances and refrigerant equipment types, using a CFC or HCFC refrigerant. <i>If yes to any, your facility is subject to Section 608 of the Clean Air Act. If no, stop.</i>

<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <input type="checkbox"/> Comfort cooling
 <input type="checkbox"/> Industrial Process Refrigeration
 <input type="checkbox"/> Small appliances < 5 pounds </div> <div style="width: 48%;"> <input type="checkbox"/> Other Refrigeration
 <input type="checkbox"/> Commercial Refrigeration
 <input type="checkbox"/> Trucks, buses, trains or planes with R-22 </div> </div>
Note: If you checked trucks, buses, trains or planes, you may also be subject to Section 609 of the Clean Air Act. For example, in a dairy truck, the hermetically sealed refrigeration unit used to keep the dairy products cold is regulated under section 608 while the CFC-12 comfort cooling system for the driver is regulated under section 609. EPA has developed a 608/609 applicability flow chart to help those in the transport refrigeration sector understand which section applies to them. A copy of the flow chart can be downloaded from EPA Region 2's website at http://www.epa.gov/region02/cfc/rshome.htm or obtained by calling the Stratospheric Ozone Hotline at 1-800-296-1996. |
| 2. | [] | [] | Does your facility use company employees to service, maintain, or repair appliances and equipment involving refrigerant? If no, <i>skip to question # 8 and hire contractors that answer yes to questions 3, 5, and 6.</i> |
| 3. | [] | []* | Do you own or lease EPA-certified refrigerant recovery equipment? If no, <i>skip to question #6. Lists of certified equipment may be obtained by contacting the Air Conditioning and Refrigeration Institute (ARI) at 703-524-8800 and the Underwriter's Laboratories (UL) at 708-272-8800 ext. 42371.</i> |
| 3a. | []* | [] | Has any representative of your facility altered the design of the recovery equipment in your possession? |
| 4. | | | For each piece of recovery equipment, record the manufacturer's name, the model and serial numbers, the rated refrigerants and whether or not the equipment has been certified by ARI or UL to meet EPA requirements. <i>See Form A</i> |
| 5. | [] | []* | Have you submitted to EPA a recovery equipment certification form? <i>If no, a copy of the form can be downloaded from EPA Region 2's website at http://www.epa.gov/region02/cfc/rshome.htm or obtained by calling the Stratospheric Ozone Hotline at 1-800-296-1996.</i> |

6. * Do all your service technicians have the appropriate certification under Section 608 of the Clean Air Act (e.g. Type I for small appliances, Type II for high or very high pressure appliances, Type III for low pressure appliances and Universal for all types of equipment)? *If no, skip to question # 8. A list of EPA-approved Section 608 certifying organizations can be downloaded from EPA Region 2's website at <http://www.epa.gov/region02/cfc/rshome.htm> or obtained by calling the Stratospheric Ozone Hotline at 1-800-296-1996.*
7. For each service technician, record his/her name, certification level, certification number, testing agency and the type of equipment he or she services (e.g. small, high pressure, low pressure). *See Form B*
8. * Does your facility send used refrigerant to an EPA-approved reclamation facility? *A list of EPA Certified Reclaimers can be downloaded from EPA Region 2's website at <http://www.epa.gov/region02/cfc/rshome.htm> or obtained by calling the Stratospheric Ozone Hotline at 1-800-296-1996.*
- Note: Refrigerant may be returned to the appliance from which it is recovered or to another appliance owned by the same person without being reclaimed.
9. Have you converted any of your equipment to a new refrigerant? *If no, skip to question #12.*
10. * Are the new refrigerant(s) approved under EPA's Significant New Alternatives Policy (SNAP) Program? *A list of acceptable refrigerants under EPA's SNAP Program can be downloaded from EPA Region 2's website at <http://www.epa.gov/region02/cfc/rshome.htm> or obtained by calling the Stratospheric Ozone Hotline at 1-800-296-1996.*
11. * Was a new refrigerant label installed on the equipment?
12. Does any of the refrigerant equipment types checked in question 1 contain more than 50 pounds of refrigerant? *If no, stop.*
13. Record the following for each unit containing more than 50 pounds of refrigerant: the location, company designation, manufacturer, model #, serial # from name plate, refrigerant type, refrigerant charge and method used to determine full charge. *See Form C.*
14. * Does your facility keep service records on all 50+ pound units that document the date and type of service as well as the quantity of refrigerant added?
15. * Does that facility calculate the leak rate on all 50+ pound units? NOTE: The leak rate that triggers mandatory repairs is 15% Comfort & Other and 35% for Industrial Process & Commercial in a 12 month period.
16. * Are leaks above the allowable leak rate repaired within 30 days? or 120 days if an industrial process shut down is required?
17. * If no repairs were conducted or repairs failed, was a retrofit or retirement plan prepared and available for review?
18. * FOR INDUSTRIAL PROCESS ONLY: If leak repairs have been conducted, was
1. an initial verification test conducted?
 2. a follow-up verification test conducted within 30 days of the successful initial verification test?

Note: If you checked any of the boxes that are starred, you may be out of compliance with Section 608 of the Clean Air Act. If you voluntarily disclose to EPA any of the violations found through the use of this checklist, you may eliminate or substantially reduce the penalties associated with these violations. For more information about these potential penalty reductions, call EPA Region 2's Compliance Assistance and Program Support Branch at 212-637-4050.

Disclaimer: The statements in this checklist are intended solely as guidance to aid regulated entities in complying with Section 608 of the Clean Air Act. The checklist is not a substitute for reading the regulation and understanding all its requirements as it applies to your facility. EPA may decide to update this checklist without public notice to reflect changes in EPA's approach to implementing Section 608 of the Clean Air Act or to clarify and update text. To determine whether EPA has revised this checklist and/or to obtain copies, contact EPA Region 2's Compliance Assistance and Program Support Branch at 212-637-4050 or visit our webpage at: <http://www.epa.gov/region02/cfc/rshome.htm>

**FORM A -
Recovery/Recycle Equipment Inventory**

Name of Recovery Equipment:	
Manufacturer:	
Model #:	
Serial #:	
Date of Manufacture:	
Refrigerant types:	

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Manufacturer:	
Model #:	
Serial #:	
Date of Manufacture:	
Refrigerant types:	

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Serial #:	
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Model #:	
Serial #:	
Date of Manufacture:	
Refrigerant types:	

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Manufacturer:	
Model #:	
Serial #:	
Date of Manufacture:	
Refrigerant types:	

**FORM B -
Technician Certification Information**

Technician Name:	
Certification Level:	
Identification Number:	
Testing Agency:	
Testing Agency EPA Approval Date:	

Technician Name:	
Certification Level:	
Identification Number:	
Testing Agency:	
Testing Agency EPA Approval Date:	

Technician Name:	
Certification Level:	
Identification Number:	
Testing Agency:	
Testing Agency EPA Approval Date:	

Technician Name:	
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Technician Name:	
Certification Level:	
Identification Number:	
Testing Agency:	
Testing Agency EPA Approval Date:	

Technician Name:	
Certification Level:	
Identification Number:	
Testing Agency:	
Testing Agency EPA Approval Date:	

Technician Name:	
Certification Level:	
Identification Number:	
Testing Agency:	
Testing Agency EPA Approval Date:	

**FORM C -
Refrigerant Equipment Inventory**

Unit Designation:	
Location:	
Manufacturer:	
Model #:	
Serial #:	
Refrigerant:	
Charge:	
Method Used:	

Manufacturer:	
Model #:	
Serial #:	
Refrigerant:	
Charge:	
Method Used:	

Unit Designation:	
Location:	
Manufacturer:	
Model #:	
Serial #:	
Refrigerant:	
Charge:	
Method Used:	

Unit Designation:	
Location:	
Manufacturer:	
Model #:	
Serial #:	
Refrigerant:	
Charge:	
Method Used:	

Unit Designation:	
Location:	
Manufacturer:	
Model #:	
Serial #:	
Refrigerant:	
Charge:	
Method Used:	

Unit Designation:	
Location:	
Manufacturer:	
Model #:	
Serial #:	
Refrigerant:	
Charge:	
Method Used:	

Unit Designation:	
Location:	