



**REFRIGERANT MANAGEMENT POLICY**

Responsible Official: **Chief Operations  
Officer**

Responsible Office: **Environmental Health  
and Safety**

**Policy Purpose**

The purpose of this policy is to specify guidelines to be followed for the safe and compliant handling of ozone depleting refrigerants on campus.

**Policy Statement**

East Tennessee State University (ETSU) maintains refrigerant-containing equipment on campus. Chlorofluorocarbons contained in some refrigerants are considered ozone-depleting compounds that are damaging to the environment when improperly vented to the atmosphere.

The ETSU Office of Environmental Health and Safety (EHS) manages and monitors the use of ozone-depleting refrigerants in compliance with Sections 608 and 609 of the Clean Air Act Amendments, as codified in Environmental Protection Agency (EPA) Regulation 40 CFR Part 82 – *Protection of Stratospheric Ozone*. These regulatory requirements govern the installation, operation, service, and disposal/recycling of appliances containing 50 pounds or more of refrigerant gas.

To ensure compliance with EPA regulations and to promote proper refrigerant management practices, it is the policy of ETSU Facilities Management and EHS to:

1. Maximize the recycling of ozone depleting refrigerants and to minimize their release into the environment.
2. Utilize only EPA-certified technicians for servicing, repairing, maintaining, and safely disposing of refrigeration appliances on the ETSU campus;
3. Maintain proper records of refrigerant consumption, technician training certifications, and recycling and recovery equipment certifications;
4. Ensure proper repairs are timely made for units with significant leak rates; and

5. Require all employees and contractors whose job duties require the handling, ordering, repairing, servicing, maintaining, or disposing of ozone-depleting refrigerant or refrigeration appliances to assist by ensuring the proper paperwork and labelling is being completed when work is being performed.

This policy applies to all ETSU refrigerant-containing equipment and to ETSU employees, outside contractors and their representatives, or any company representative hired by ETSU to provide refrigeration services on university property as it pertains to ozone depleting refrigerants.

**Authority:** Title VI of the Clean Air Act (CAA); 40 CFR 82 Subpart F: *Protection of Stratospheric Ozone*; The Focus Act, TCA § 49-8-203, et. seq.

Previous Policy: 700.01 Refrigerant Management Plan (2008)

### Defined Terms

*A defined term has a special meaning within the context of this policy.*

### Policy History

Effective Date: 03/13/2023

Revision Date: 12/09/2022

### Procedure

Procedural requirements and technical information related to this policy can be found at: [Refrigerant Management Plan](#)

Effective Date: 03/13/2023

Revision Date: 12/09/2022

### **Related Form(s)**

[More information on stratospheric ozone and ozone layer protection.](#)

### **Scope and Applicability**

Primary:

Secondary: