



EAST TENNESSEE STATE
UNIVERSITY

Refrigerant Management

Policy Name: Refrigerant Management

Policy Purpose

This policy specifies procedures to be followed for the safe and compliant handling of ozone depleting refrigerants at East Tennessee State University (ETSU or University).

Applicability

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.

Responsible Official, Office, and Interpretation

The Director of Environmental Health and Safety is responsible for the review and revision of this policy. For questions about this policy, please contact the ETSU Office of Environmental Health and Safety. The Associate Vice President for Facilities Management, in consultation with the Office of University Counsel, has the final authority to interpret this policy.

Defined Terms

N/A

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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.

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Procedures

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

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Applicable Forms and Websites

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

Authority and Revisions

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)

The ETSU Board of Trustees is charged with policy making pursuant to TCA § 49-8-203, et seq. On March 24, 2017, the Board delegated its authority to ETSU's President to establish certain policies and procedures for educational program and other operations of the University, including this policy. The delegation of authority and required process for revision to this policy can be found on the [Policy Development and Rule Making Policy webpage](#).

To suggest a revision to this policy, please contact the responsible official indicated in this policy. Before a substantive change to the policy section may take effect, the requested changes must be: (1) approved by the responsible office; (2) reviewed by the Office of University Counsel for legal sufficiency; (3) posted for public comment; (4) approved by either Academic Council or University Council; and (5) approved by ETSU's President.