



1.0 Purpose

The GSA Chiller Emissions Program is designed to help ensure chillers are not leaking refrigerant; therefore reducing air pollution. The program will ensure compliance with Federal, State, local and GSA requirements.

2.0 Activity/Department

- Contracting – responsible for issuing the O&M contract.
- Property Management – responsible for overseeing the O&M contractor.
- Designated CF CSC CFC Manager responsible for ensuring state permit fees are paid on time and reporting releases to state & EPA.

3.0 Form Used

Refrigerant Inventory and Usage Log Form. These logs are stored with the individual teams responsible for the specific building O&M contract.

4.0 References

EPA, 40 CFR Part 82, Protection of the Stratospheric Ozone

O&M contract – Each O&M contractor has a separate contract. Contact the building's Property Manager to examine the contract for the chiller in question.

Colorado Department of Public Health and Environment, Colorado Air Quality Control Commission, Regulation 15, Control of Emissions of Ozone Depleting Compounds

5.0 Acronyms, Abbreviations, and Definitions

Chiller	Air conditioning system
CDPHE	Colorado Department of Public Health and Environment
CFC	Chlorofluorocarbons
COR	Contracting Officers Representative
DFC	Denver Federal Center
EPA	Environmental Protection Agency
O&M	Operations and Maintenance
PM	Preventative Maintenance
Refrigerant	Substance used in refrigerating mechanism.
SC	Service Center
CO	Contracting Officer



6.0 Exclusions

None

7.0 Procedure

- 7.1 Chillers above 100-compressor hp shall be registered with the State of Colorado Air Pollution Control Division, CFC Program, at 303 692-3200. The DFC pays a yearly fee to the State on registered chillers. Contact the DFC SC CFC Manager for ensuring payment is made. (Currently Tom Record).
- 7.2 Refrigerant Inventory and Usage Logs are to be kept by the COR of the O&M contract for each building as a permanent record after each test. The COR. will give an additional copy to the DFC SC CFC Manager annually.
- 7.3 Contractor shall test all chillers once a year to ensure they are operating according to the manufacturers' specifications.
- 7.4 Contractor shall record any refrigerant added or lost on the Refrigerant Inventory and Usage Log.
- 7.5 Contractor will record losses and added refrigerant.
- 7.6 Contractor will record date unit was leak tested.
- 7.7 Contractor will annually calibrate refrigerant monitor and record date.
- 7.8 Refer to the O&M contract for the chiller equipment inventory, frequency of inspection, and the GSA PM Guides.
- 7.9 Annually the COR will receive a copy of the Refrigerant Inventory and Usage Log from the O&M Contractor. If a problem occurs the O&M contractor will notify the COR immediately.
- 7.10 If a release occurs the O&M contractor will notify the COR immediately the COR will then immediately notify the DFC SC CFC Manager, (currently Tom Record) who will then notify the State and EPA as required.
- 7.11 COR, will review and maintain records in accordance with GSA standards. Monthly records from annual state compliance inspections will be collected by the O&M contractor and a copy will go to the COR & the DFC SC CFC Manager (Currently Tom Record).



8.0 Records

Refrigerant Inventory and Usage Log

- Gains and losses of refrigerant record (Contractor)
- Date unit was leak tested record (Contractor)

Date refrigerant monitor is checked for malfunctions (Contractor)

Employee training and certification records (maintained by O&M Contractor).



CHILLER EMISSIONS PROGRAM
DFC Environmental Management System

REFRIGERANT INVENTORY AND USAGE LOG
 (ALL QUANTITY IN POUNDS)

STORAGE LOCATION: _____ PAGE ___ OF ___

FIELD OFFICE: _____

CFC-11 ___ CFC-12 ___ CFC-113 ___ CFC-502 ___ HCFC-22 ___ HCFC-123 ___ HFC-134 ___
 [check refrigerant type - only one per page]

<u>YEAR</u> DATE	(1) REFRIGERANT TRANSACTION	(2) NEW OR RECLAIMED QUANTITY			(3) TO BE RECLAIMED USED QUANTITY	
		a. REC'D (ADD)	b. FOR (MINUS)	c. INVENTORY BALANCE	a. ADD OR MINUS	b. INVENTORY BALANCE

EXPLANATION FOR ABOVE COLUMNS

1. BRIEF DESCRIPTION OF TRANSACTION: (i.e. NEW REFRIGERANT, WHERE REFRIGERANT WAS RECLAIMED FROM, OR WHERE USED).
- 2a. AMOUNT OF REFRIGERANT RECEIVED: THIS AMOUNT WILL BE ADDED INTO THE INVENTORY-BALANCE (2c).
- 2b. AMOUNT OF REFRIGERANT USED: THIS AMOUNT WILL BE DEDUCTED FROM THE INVENTORY BALANCE (2c).
- 2c. INVENTORY BALANCE--THIS WILL BE A RUNNING TOTAL OF NEW OR RECLAIMED REFRIGERANT ON SITE FOR USE.
- 3a. INDICATE IN THIS COLUMN THE AMOUNT OF REFRIGERANT REMOVED FROM A SYSTEM THAT REQUIRES RECLAIMING (+ entry) OR THE AMOUNT OF REFRIGERANT SENT TO A RECLAIM CO. (- entry). ONCE THE REFRIGERANT HAS BEEN RECLAIMED, THIS AMOUNT WILL BE INDICATED IN THE REC'D COLUMN (2a.) THEN ADDED TO THE INVENTORY BALANCE (2c).
- 3b. RECLAIMED INVENTORY BALANCE: THIS IS A RUNNING TOTAL OF REFRIGERANT ON SITE THAT REQUIRES RECLAIMING.

COMMENTS: _____

