**Environmental Refrigerant Work Checklist**

**Date Serviced/Removed/Installed:**

**Installation/Service Technician Name & Company**:

**Type of Work (circle one): Service/ Install / Removal**

**Navy ID# / FMSS#:**

**Manufacturer of Appliance:**

**Model Number:**

**Serial Number:**

**Refrigerant Type and Full Charge (lbs):**

**Charge Estimation Method:**

**Amount, Type, & Manufacturer of Oil:**

**Equipment Service Information**

**Amount & Type of Refrigerant Recovered:**

**Recovery Equipment Make, Model, & Serial Number Used to Recover Refrigerant:**

**Vacuum Level Achieved During Recovery**:

**Amount & Type of Refrigerant Reused:**

**Amount & Type of Refrigerant Added:**

**Estimated Amount and Type of Refrigerant Released:**

**Amount & Type of Oil Removed:**

**Amount, Type, & Manufacturer of Oil Added:**

**Service Description Notes:**

**Leaks**

**Notes:** Exact location of leak and description of how repaired.

Leak Found Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_   
 Leak Type: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Leak Repaired Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Initial Leak Verification Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Test done after repair before charging. Method: \_\_\_\_\_\_\_\_\_\_\_\_  
 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Follow-up Verification Test Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Test done with unit running under normal load. Method: \_\_\_\_\_\_\_\_\_\_\_\_  
 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Service Technician: Signature:**       **Date:**

**Environmental Refrigerant Work Checklist Instructions**

Fill out checklist for each piece of equipment containing refrigerant that is serviced, installed, or removed as part of the contract.

**Date Serviced/Removed/Installed:** Write the date that the piece of equipment was Serviced/Installed/ or Removed

**Installation/Service Technician name & Company:** Print the name and Company of any and all refrigerant installation/service technicians

**Type of Work: Service/ Install / Removal:** Supply information regarding the type of work that was done on equipment containing refrigerants as part of the contract. Circle type of work applicable; Service, Install, or Removal

**Navy ID# / FMSS#:** Write the government’s equipment number for the equipment from the government’s equipment tag on the unit. NA for install projects.

**Manufacturer of Appliance:** Print the manufacturer of the appliance containing refrigerant

**Model Number:** Print the model number of the appliance containing refrigerant

**Serial Number:** Print the serial number of the appliance containing refrigerant

**Refrigerant Type and Full Charge (lbs):** Appliance refrigerant type and the amount of refrigerant charge when full

**Charge Estimation Method:** Print the method used to estimate full appliance refrigerant charge

**Amount, Type, & Manufacturer of Oil:** Print the amount type, and method of appliance oil

**Equipment Service Information**

Supply information regarding equipment serviced. This section is to be filled out if equipment containing refrigerant is serviced as part of the contract.

**Amount & Type of Refrigerant Recovered:** Print the total amount & type of refrigerant recovered during service.

**Recovery Equipment Make, Model & Serial Number Used to Recover Refrigerant:** Print the make, model, and serial # of equipment used to recover refrigerant. Only EPA approved recovery equipment is acceptable

**Vacuum Level Achieved During Recovery**: Print the vacuum level achieved during refrigerant recovery operations

**Amount & Type of Refrigerant Reused:** If recovered refrigerant was reused, print the amount and type of refrigerant that was reused (in lbs)

**Amount & Type of Refrigerant Added:** If new refrigerant was added to the equipment, print the amount and type of any new (unused) refrigerant added (in lbs).

**Estimated Amount of Refrigerant Released:** Indicate the estimated amount and type of refrigerant released(in lbs).

**Amount & Type of Oil Removed:** If any oil was removed, print the type and amount of oil removed

**Amount, Type, & Manufacturer of Oil Added:** If any oil was added, print the amount, type, and manufacturer of any oil added.

**Service Description Notes:** Briefly describe the service conducted and any relevant notes pertaining to the service that are not covered elsewhere in this form.

**Leaks**

Provide documentation regarding all leak tests that were performed as part of equipment servicing. Per 40 CFR 82, Government HVAC requires an initial and follow up leak test be performed when servicing equipment. The follow up leak check is required after the initial leak check has been performed satisfactorily, and after the equipment has been placed into service. Document all leaks found, leak tests performed, and the dates and methods used.

**Service Technician: Signature (required block):** Signature of 40 CFR 82 qualified service technician certifying that information contained is true to the best of their knowledge