



F-Gas Regulation

Recording, Reporting & Monitoring

Issues to be covered

- What must be recorded?
- How to record?
- Reporting
- Enforcement

What must be recorded?

- For each installation:
 - Identification of the installation
 - Type of installation (e.g. Chiller, Split Unit, etc)
 - Manufacturer's serial number
 - Address and exact location of the installation
 - Type of Refrigerant used
 - Charge size
 - Hermetically sealed system yes/no
 - Quantity of refrigerant added or recovered
 - All servicing/maintenance activities including leak checks
 - Identification of a permanent leak detection system (mandatory for installations with 300 kg or more)

6. Operators of the applications referred to in paragraph 1, containing 3 kg or more of fluorinated greenhouse gases, shall maintain records on the quantity and type of fluorinated greenhouse gases installed, any quantities added and the quantity recovered during servicing, maintenance and final disposal. They shall also maintain records of other relevant information including the identification of the company or technician who performed the servicing or maintenance, as well as the dates and results of the checks carried out under paragraphs 2, 3 and 4 and relevant information specifically identifying the separate stationary equipment of applications referred to in paragraph 2(b) and (c). These records shall be made available on request to the competent authority and to the Commission.

National Regulations may provide for more detailed rules

What must be recorded ?

For each servicing activity the following must be recorded:

- Quantity of refrigerant added or recovered
- Quantity of refrigerant removed for disposal
- Details of the company carrying out the activity, plus any certification details.
- Details of the technician(s) carrying out the activity, plus any certification details
- Date of the activity
- Nature of the activity e.g.
 - Leak test
 - Preventive maintenance
 - Repair
 - (De-)commissioning
 - Retrofit (extension, change of refrigerant)

In case of **leak checks**, the result of the check must be recorded. If a leak is found, repair must take place without any delay. A new check must take place within one month after the repair.

How to record?

- Most commonly used format is the logbook
 - Paper notepad
 - Electronic
 - Sophisticated software
- Make back-ups regularly
- Make sure contractor is certified and registered

Most contractors will offer to keep the logbook for their customers. Keep in mind that the operator (or owner) of the equipment will still be responsible for compliance

Reporting

- Records must be made available upon request only
- Member States must establish reporting systems for all relevant sectors
 - Expect requests for information
- Some countries may require prior approval of the logbooks used.

Logbooks will provide valuable information on actual emissions and therefore of the effectiveness of the F-gas regulation

more than 0 kg of F-gas refrigerant.

General Information			
Plant Name		Reference No.	
Location of plant			
Plant Operator ⁷			
Operator Contact ⁸			
Cooling loads served			
Refrigerant Type		Refrigerant Quantity installed (kg)	
Plant manufacturer		Year of installation	
Refrigerant Additions			
Date	Engineer ⁹	Amount Added, kg	Reason for addition
Refrigerant Removals			
Date	Engineer	Amount Removed, kg	Reason for removal. What was done with recovered refrigerant
Leak Tests			
Date	Engineer	Test Result	Follow up actions required
Follow-up Actions			
Date	Engineer	Related to test on	Actions Taken
Testing of Automatic Leak Detection System (if fitted)			
Date	Engineer	Test Result	Comments

Reporting production and trade

- Production and International trade transactions must be reported annually before March 31st
- Sales must be reported by category:
 - Mobile airconditioning
 - Transport refrigeration
 - Stationary refrigeration
 - Stationary Airconditioning
 - Foam
 - Aerosol
 - Electrical equipment
 - Fire-fighting equipment
 - Semi-conductor manufacture
- Only for Producers, importers and exporters of substances
 - > 1 tonne in total
 - Equipment containing F-gases are **exempt**

If you purchase or sell more than 1 tonne of F-gases in for example Switzerland, Norway, Ukraine or Turkey, then you will be considered an importer/exporter

Enforcement

- Member States are responsible for enforcement:
 - Spot checks
 - Mandatory reporting
- Penalties must be “effective, proportionate and dissuasive”

Most contractors will offer to keep the logbook for their customers. Keep in mind that the operator (or owner) of the equipment will still be responsible for compliance, so if the logbook is found inaccurate, you will be the one to get the fine. It may also complicate matters if you use more than one contractor, or if you change contractors.