

Refrigerant Management Program

Registration and Reporting

How to Register and Report

ARB staff is currently developing a registration and reporting online tool.

What to Register

- One time, **ONLINE**, registration for facilities must include:
 - o Facility information:
 - Name of operator and operator Federal Tax Identification Number.
 - Facility North American Industry Classification System (NAICS) and Standard Industrial Classification (SIC) code
 - Business Type Code based on the 2007 NAICS United States structure.
 - Name of facility, including a facility identifier such as store number.
 - Facility mailing address including a street address, city, state, and zip code.
 - Facility physical location address including a street address, city, state, and zip code.
 - Facility contact person, phone number and e-mail address.
 - o Refrigeration system information – provided for each refrigeration system:
 - System identification number (assigned by the facility owner or operator).
 - Equipment type, manufacturer, model or description, model year and serial number.
 - Physical location of a refrigeration system through schematic or floor plan with equipment locations clearly noted.
 - Temperature classification – The refrigeration system must be identified as a low temperature system, a medium temperature system, or other.
 - Full charge of the refrigeration system and type of high-GWP refrigerant(s) used.
 - Date of initial installation.

What to Report

- The Annual Report must include the following information:
 - Refrigeration system service and leak repair information.
 - Date leak detected, cause of leak and service provided or leak repair completed.
 - Description of service provided or leak repair completed
 - Date(s) of initial verification test(s) and follow-up verification test(s)
 - Total additional refrigerant charge of each type of high-GWP refrigerant
 - Purpose for additional refrigerant charge (leak repair, topping off, initial refrigerant charge, or seasonal adjustment)
 - Name of certified technician completing leak repair, US Environmental Protection Agency (USEPA) identification number and certification type(s) issued by a USEPA approved technician certification program.

Refrigerant Purchases and Use Information:

- The total weight in pounds of each type of high-GWP refrigerant that was:
 - purchased during the calendar year.
 - charged into a refrigeration system during the calendar year.
 - recovered from a refrigeration system during the calendar year.
 - stored in inventory at the facility, or stored at a different location for use by the facility, on the last day of the calendar year.
 - shipped by the owner or operator for reclamation and destruction during the calendar year.

When do I need to register and report?

[Large facilities](#) are required to register and report starting January 1, 2012

[Medium facilities](#) are required to register and report starting January 1, 2014

[Small facilities](#) are required to register starting January 1, 2016. Reporting is not required.