

# Ozone Depleting Substances (ODS's)

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Latest revised date: October 26, 2011	Page 1 of 3
Prepared by: Department of Health & Safety	E-002

## 1.0 OBJECTIVE

- 1.1 To promote an awareness of environmental protection and prudent practices pertaining to protection of the ozone layer.
- 1.2 To ensure compliance with environmental regulations pertaining to the handling, use, storage, and disposal of ozone depleting substances.
- 1.3 To ensure environmentally sound condition of equipment and processes which use or contain O.D.S's.

## 2.0 SCOPE

- 2.1 This procedure shall apply to all University employees as well as contractors retained to service equipment containing ozone-depleting substances.
- 2.2 This procedure shall apply to ozone depleting substances outlined in schedule A, B, D and E of the O.D.S. Regulations 120/97.

The most common substances used would include:

- (a) BROMOTRIFLUOROMETHANE (CBrF<sub>3</sub>) Halon 1301 fire extinguishing agent.
- (b) DICHLORODIFLUOROMETHANE (CCl<sub>2</sub>F<sub>2</sub>) freon 12 refrigerant used in refrigeration compressor systems.

## 3.0 RESPONSIBILITY

- 3.1 Department heads, managers, and supervisory personnel shall ensure compliance with this procedure within their respective units.
- 3.2 Persons co-ordinating work with outside contractors shall ensure that contractors are aware and follow this procedure.
- 3.3 All University employees having occasion to work with equipment or processes involving the use of ozone depleting substances shall be aware and follow this procedure.

Latest revised date: October 26, 2011	Page 2 of 3
Prepared by: Department of Health & Safety	E-002

#### 4.0 PROCEDURE

- 4.1 Ozone Depleting Regulations 120/97 enacted under the Environmental Act (O.C.97-635) shall be the regulatory standard for all work involving servicing, maintenance, and disposal of equipment containing ozone depleting substances on University property.
- 4.2 Persons performing maintenance service work shall undergo training as specified in the regulations including an environmental awareness course approved by Environmental Canada.
- 4.3 Leak tests shall be conducted once a year on all refrigeration equipment over 3 H.P. Records shall be kept on all such tests with information on recharging, amount of refrigerant used, along with other pertinent maintenance requirements. Such records shall be maintained for 3 years.
- 4.4 Labels or tags shall be attached to refrigeration equipment stating pertinent information and specifications as required under section 20(1) of the O.D.S. Regulations.
- 4.5 No equipment containing ozone depleting substances shall be disposed of or placed for auction before the ozone depleting substances are removed, recovered, and placed in approved containers and the equipment is labeled "O.D.S. free."
- 4.6 No portable fire extinguisher used in any University facility shall contain halon extinguishing agents.
- 4.7 Fixed fire extinguishing systems containing halon 1301 fire extinguishing agent are still permitted but can only be recharged using recovered, recycled, or reconditioned halon. Note: Replacement of fixed halon fire protection systems with ozone friendly extinguishing agent is under active review in coordination with appropriate government agencies.
- 4.8 All sections of the Ozone Depleting Substances Regulations under the Environment Act. (Nf. Reg. 120/97) shall be followed as appropriate when working with ozone depleting substances. For more information or to obtain a copy of these regulations, contact The Department of Health & Safety.

Latest revised date: October 26, 2011	Page 3 of 3
Prepared by: Department of Health & Safety	E-002