**Your Logo Here/ Laminate and place in all vehicles.**

**RISK MANAGEMENT PLAN**

**The purpose of this plan is to ensure that safe practices are**

**implemented to primarily avoid and/or reduce the risk of**

|  |  |
| --- | --- |
| **Refrigerant Container Maintenance**   * All cylinders are to be leak tested at the end of every month * Cylinders are to be tested with a certified leak detector. * Suspect bottles will then be checked with soapy water to detect leaks should the electronic leak detector detect refrigerant. * Tests upon completion will be entered into cylinder leak test records | |
| **Refrigerant Container Storage & Transport**   * All cylinders will remain under lock and key at all times on site or in vehicles unless in use by a qualified technician. NO EXCEPTIONS |
| **Equipment Maintenance Schedule & Procedure**   * All equipment, Leak detectors, Vac pumps, & Recovery Units are to be checked at the end of every month and recorded. | |
| **Scenario Procedures & Work Practices (Items 4, 5 & 6)**   * Leaks are to be repaired immediately, should leak not be able to be repaired then refrigerant is to be recovered into a dedicated recovery cylinder via reclaim unit. Major leak-Should a major leak occur then follow procedures listed in small leak section above. All hoses, fittings & equipment are to be checked before use to prevent leakage of Refrigerant, e.g.: Check gauge line rubbers, check bottle fittings for seal, check manifold & gauges for leakage. | |
| **Responsible Personnel & Duties**   * All tasks involving testing are to be carried out by a licensed technician. All technicians are required to clearly display a copy of this Risk Management Plan in their vehicles. | |
| **Risk management Plan Review**   * Reviews are to be carried out should existing guidelines show a need for upgrading or re-formatting in accordance with Gas Management Regulations 1995. | |
| **Leak Hazard Assessment & Procedures**   * Please refer to section **Scenario Procedures & Work Practices** | |

**emissions.**