



**California Air Resources Board
Refrigerant Management Program (RMP)
Refrigerant Registration and Reporting System (R3)
Updates and User Training**

December 10, 2013



Agenda

- Overview: Refrigerant Management Program (RMP)
- Overview: Refrigerant Registration and Reporting (R3) System
- Demonstration:
 - Registration and Service Records Data Entry
 - Annual Report Submittal and Fee Payment
- Questions

RMP program web page: www.arb.ca.gov/stoprefrigerantleaks
RMP email help line: reftrackinfo@arb.ca.gov

2



Overview

Refrigerant Management Program (RMP)

3

RMP Program Overview 

- Regulation implements California Global Warming Solutions Act (AB 32)
- In effect since January 1, 2011
- Complements existing federal and local rules
- Focuses on leak inspection & repair
- Repairing leaks can save businesses money

4

RMP Program Overview
Applicability 

- Facility with a refrigeration system
 - Stationary, non-residential
 - More than 50-lbs of a high-GWP refrigerant
 - Excludes comfort cooling
- Distributors, Wholesalers, Reclaimers
- Any person who installs, services, or repairs a high-GWP gas refrigeration or a/c system

5

RMP Overview
Key Requirements 

- Facilities with refrigeration system
 - Conduct periodic leak inspections
 - Repair leaks within 14 days of detection
 - Keep records of service and refrigerant transactions
 - Follow required service practices
 - File annual report and pay fee (medium and large facilities)
- Distributors, wholesalers, reclaimers
 - Keep records of refrigerant transactions
 - File annual report

6

RMP Overview

Phase-In Schedule



In effect for all Facilities -Best management practices, leak inspections, leak repairs, recordkeeping

Due Annually By March 1 -Large facilities ($\geq 2,000$ lbs.) register, report, and pay \$370 fee
-Distributors, wholesalers, reclaimers report

By March 1 Beginning 2014 -Medium facilities (200 to 2,000 lbs.) register, report, and pay \$170 fee

Due by March 1, 2016 -Small facilities (50 to 200 lbs.) register

7

Overview

Refrigerant Registration and Reporting System (R3)

<http://www.arb.ca.gov/rmp-r3>



8

R3 Overview

Registration Workflow



Company with Refrigeration Systems
Registration Steps

- 1a) Create User Profile
- 1b) Register Company
- 2a) Register Facility
- 2b) Register Refrigeration System
- 3) Register Automatic Leak Detection System (ALD)

Add Users (Optional)

9

R3 Overview

Service Records Data Entry Workflow



- Enter Service Records
 - Leak inspections, leak repairs, other maintenance
 - ALD audits, calibrations, repairs, etc.
 - Batch upload data from refrigerant management software
- Medium facilities need to begin entering registration and service records

10

R3 Overview

Annual Reporting Workflow



Facility with Refrigeration Systems
Annual Reporting Steps

- Review & Update Company Information
- Review & Update Facility Information
- Review & Update Refrigeration System Information
- Review & Update Automatic Leak Detection System (ALD) Information
- Review & Update Refrigeration System Service Records
- Enter Summary Refrigerant Usage

Distributors/Wholesalers/Reclaimers skip all steps below
Review & Update Facility Information

11

R3 Overview

Annual Fee Payment Workflow



Company with Refrigeration Systems
Annual Payment Steps

- Select Facility
- Check that Annual Report Is Filed
- Create & Print Invoice
- Pay with Check
- Pay Online using CreditCard

12

R3 Overview
User Reports



- Reports can be printed from the R3
 - Facility and system leak rates
 - Refrigerant losses
 - Facility and system leak repair history
 - Inspections by enforcement agencies

13

R3 Overview
Common Mistakes and Solutions



- Incomplete registration
 - Enter all facility, all refrigeration systems, ALD information
- Service records not entered
 - Required leak inspections
 - Leak repairs
 - ALD servicing
 - Other maintenance affecting refrigerant

14

R3 Overview
Common Mistakes and Solutions



- Incorrect refrigerant usage on the Annual Report
 - Report the annual summary of refrigerant purchased and used
- Invoice not created and/or sent with payment
 - Print and send a copy of the invoice along with the check to ARB at the address on the invoice

15



Demonstration

Refrigerant Registration and Reporting System (R3)

- Company and Facility Registration
- Service Records Data Entry
- Annual Report Submittal and Fee Payment

16



Login Page



The screenshot shows the login page with fields for Username and Password, a 'Login' button, and a 'Forgot Your Password?' link. It also includes sections for 'Important Information' and 'Contact Information'.

17



New Registrations



The screenshot shows the 'New Registration - Registrant Identification' step. It includes a progress bar with four stages: Registration Identification, Company Registration, Registration Confirmation, and Registration Complete. Below the progress bar, there are dropdown menus for 'Type Of Ownership' and 'ENR Number'.

18

Links (Red Bar)



- Annual Reporting
 - Servicing
 - Batch Upload (XML)
 - File Report
- Payments
 - Make Payment
- Reports
- Inspections
 - Inspection for Facility with Refrigeration Systems

25

Dashboard



California Environmental Protection Agency
Air Resources Board

ARR RMP Home Page Edit Profile | Logout

RR Home | Registration | Annual Reporting | Payments | Reports | Inspection

Logged in as: Ken Bowers
(Company Admin)
(December 2013)

Welcome "Ken Bowers" to Refrigerant Management Program

Quick Links

- Manage Licenses
- Manage Facility
- File Annual Report
- Make Payments
- Reports

Welcome to the Refrigerant Registration and Reporting System (RR). You are logged in as a Company Admin type user. The quick links on the left side of this page show activities available for users of your role type. Select an activity from the quick links or from the menus on the red tab bar above.

Facility
 Refrigeration Systems
 ALD
 Service Record
 Annual Report
 Payment
 Inspection

No facility is registered yet, please [click here](#) to register a facility.

Back to Top | All ARRB Contracts | A-Z Index

Facility Registration



California Environmental Protection Agency
Air Resources Board

ARR RMP Home Page Edit Profile | Logout

RR Home | Registration | Annual Reporting | Payments | Reports | Inspection

Logged in as: Ken Bowers
(Company Admin)
(December 2013)

Home > Facility > Add

New Facility Details

Company Name *

Facility Name *

Start Date of Operation

Facility Contact Person Information

Facility contact person is same as company contact person

Solution * First Name * Last Name *

Position * Phone * Fax *

Email *

Mailing Address Information

Facility mailing address is same as company mailing address.

Street Address 1 *

Street Address 2 *

City * State * Zip *

Location Address Information

27

Facility List Page

Search by Facility Name: Advanced Search Search Reset Search

Facility has been added successfully with facility identification number WEB002401.

Facility Name	Address	City	Refrigeration Sys	ALD	Status
Webinar 2013 Facility 1	1001 I St,	Sacramento	0 Add	0 Add	✓

Manage Facility

Navigation tabs: Facility Information Refrigeration System AID System Leak Insp. & Service File Annual Report Annual Fee Payment

Edit information button

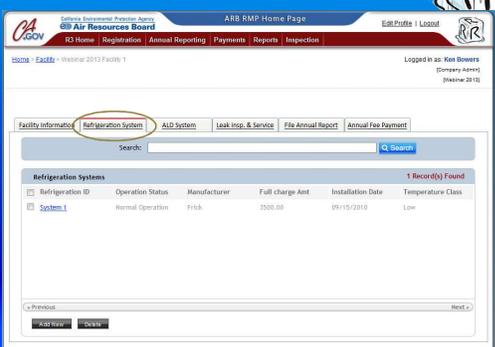
Company Name: Webinar 2013
Facility Name: Webinar 2013 Facility 1
Air District: SACRAMENTO METROPOLITAN AQMD
Type of ownership: Company with refrigeration facility
Start Date of Operation: 08/11/2008

Contact Person Information
 Facility contact person is same as company contact person.
Salutation: [Dr] First Name: [Ken] Last Name: [Bowers]
Position: [CEO] Phone: [9163231510]
Email: [kbowers@arb.ca.gov]

Refrigeration Systems

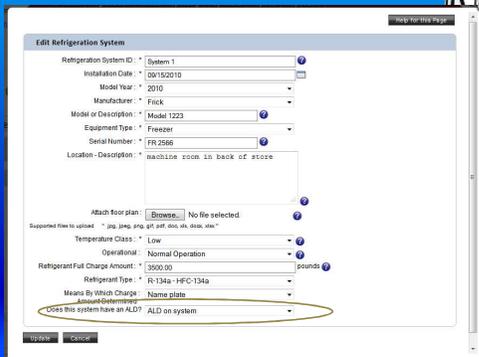
33

Refrigeration Systems

Refrigeration ID	Operation Status	Manufacturer	Full charge Amt	Installation Date	Temperature Class
System 1	Normal Operation	Frick	3500.00	09/15/2010	Low

Add a Refrigeration System

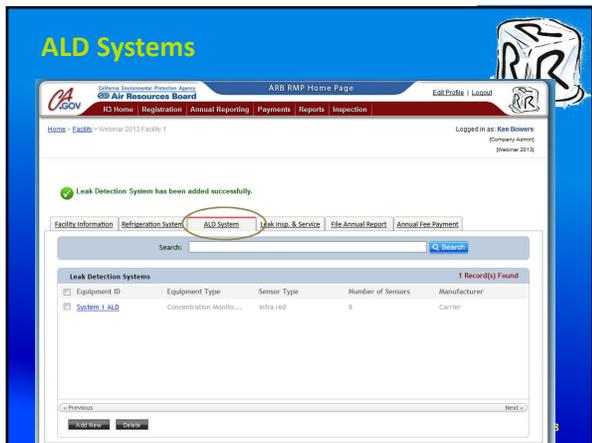



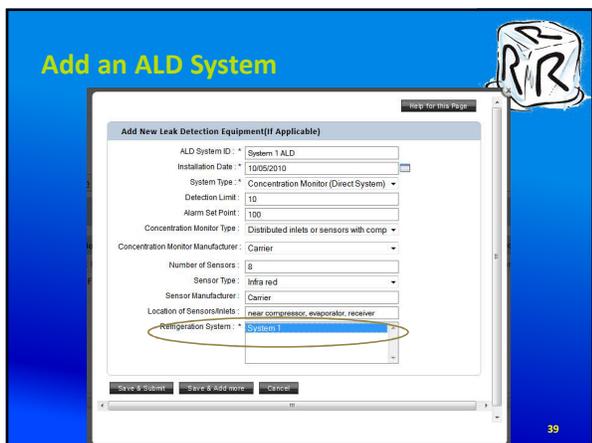
Refrigeration System Information Needed



- System ID
- Installation date
- Model year
- Manufacturer
- Model
- Equipment type
- Serial number
- Location
- Floor plan
- Temperature class
- Operational status
- Refrigerant charge amount
- Type of refrigerant
- How the charge amount was determined
- Does the system have an ALD?







ALD System Information Needed

- System ID
- Installation date
- System type
- Detection limit
- Alarm set point
- Monitor type
- Monitor manufacturer
- Number of sensors
- Sensor type
- Sensor manufacturer
- Location of sensors
- Refrigeration system(s) monitored

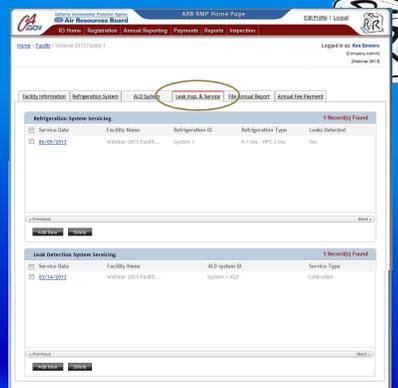
40

Leak Inspection and Service Records



41

Entering Service Records



42

Leak Inspections and Service

The screenshot shows the ARB RMP Home Page with a navigation menu including Home, Registration, Annual Reporting, Payments, Reports, and Inspection. The user is logged in as Ken Bowers. The main content area displays a table for Refrigeration System Servicing with the following data:

Service Date	Facility Name	Refrigeration ID	Refrigeration Type	Leak(s) Detected
06/05/2013	Woblar 2013 Facili...	System 1	R-134a - RFC-134a	Yes

Buttons for 'Add Service' and 'Edit Service' are visible at the bottom of the table.

Leak Inspections and Service

The screenshot shows the 'Choose System type for Servicing' form. The 'Date of Service' field is highlighted with a red circle. Other fields include Facility Name, System Type, Refrigeration System, Type of System, Leak Detected, Refrigerant Removed, and Technician information.

Leak Repair Service Records

The screenshot shows the 'Leak Repair' form with the following details:

- Cause of refrigerant leak: Evaporator - Piping
- Date leak detected: 08/29/2013
- Date leak repaired: 09/02/2013
- Days to repair: 4 Days
- Initial verification test date: 09/02/2013
- Follow-up verification test date: 09/03/2013
- Description of leak repair: Brazed patch on leaking pipe
- Technician Name: John Doe

Annual Reports



Help for this Page

Year	Facility Name	Date of Filing	Status	Action
2012	Webinar 2013 Facility 1	10/15/2013	Filed	
2011	Webinar 2013 Facility 1		Pending	

52

Annual Reports (page 1)



Help for this Page

File Reports For "Webinar 2013 Facility 1"

Year of Filing: 2012

Did you own the facility on Jan 01 of Year of Filing? Yes No

Use the following information to ensure the data being submitted is correct. A check in each check box is your certification that it is correct.

[Verify Company Information](#) [Verify Facility Information](#) [Verify Refrigeration System Information](#) [Verify Automatic Leak Detection System Information \(if applicable\)](#) [Verify Servicing & Leak Repair Information](#)

Verification

*Refrigerant Purchase and Use Information must be filled in using 2 decimal values, for example, 1500.00. No blanks accepted, use 0.00

Type	Total Purchased (lbs.)	Total Charged (lbs.) - New refrigerant added to refrigeration systems	Total Recovered (lbs.) - Recovered and not returned to refrigeration systems	Total Stored (lbs.) - In inventory and in refrigeration systems	Total Shipped (lbs.) - For Reclamation or Destruction	Reason	Delete
R-134a - HFC-134a	300	170.00	80	250	80		

Add Rows: + **Refrigerant purchase and use**

Comment:

Buttons:

53

Annual Reports (page 2)



Help for this Page

File Reports

Year of Filing: 2012

Company Name: Webinar 2013 Facility ID: *****213

Contact Person Information: First Name: [blank] Last Name: [blank] Phone: (714) 214-1111 Email: [blank]

Address Information: Mailing Address: 18211 St. [blank] Mailing City: [blank] Mailing State: CA Mailing Zip: 95114 Billing Address: 18211 St. [blank] Billing City: [blank] Billing State: CA Billing Zip: 95114

Facility Profile: Refrigeration System Listing Leak sensitive System Refrigeration System Servicing

Type	Total Purchased (lbs.)	Total Charged (lbs.)	Total Recovered (lbs.)	Total Stored (lbs.)	Total Shipped (lbs.) for Reclamation or Destruction
R-134a	300.00	170.00	80.00	250.00	80.00

Confidentiality Statement

Confidentiality claim

I, the undersigned, hereby certify that the information provided in this report is true and correct to the best of my knowledge and belief, and that I am not providing any false or misleading information. I understand that providing false or misleading information is a violation of the law and may result in civil and criminal penalties. I understand that providing false or misleading information may also result in the revocation of my registration and the suspension of my ability to participate in the program. I understand that providing false or misleading information may also result in the revocation of my registration and the suspension of my ability to participate in the program. I understand that providing false or misleading information may also result in the revocation of my registration and the suspension of my ability to participate in the program.

Certification

Buttons:

54

Annual Fee Payment



ARB RMP Home Page

California Environmental Protection Agency
Air Resources Board

[Home](#) | [Facility](#) | [Webinar 2013 Facility 1](#) | [Registration](#) | [Annual Reporting](#) | **Payments** | [Reports](#) | [Inspection](#)

Logged in as: Ken Bowers
 (Company Admin)
 (Webinar 2013)

[Facility Information](#) | [Refrigeration System](#) | [A/D System](#) | [Leak Insp. & Service](#) | [File Annual Report](#) | **Annual Fee Payment**

Edit Facility Details

Company Name : * (Webinar 2013)

Facility Name : * (Webinar 2013 Facility 1)

55

Annual Fee Payment



Search by Facility/Company Name :

[Advanced Search](#) | [Search](#) | [Reset Search](#)

*Facilities whose largest system is a Medium System (200 pounds or more, but less than 2,000 pounds of refrigerant charge) are not required to pay fees or file an Annual Report until 2014. Facilities whose largest system is a Small System (more than 50 pounds, but less than 200 pounds of refrigerant charge) are not required to pay fees or file an Annual Report. Facilities with Small Systems as their largest refrigeration system will be required to register by 2016.
 *Please make checks payable to: Air Resources Board. Mail payments, along with the payment stub from the invoice to: Air Resources Board, Attn: Accounting, P.O. Box 1436, 1001 I Street 20th Floor, Sacramento, CA 95812-1436.

1 Record(s) Found

<input type="checkbox"/>	Facility Name	City	Responsibility	System Type	Annual Report	Invoice No.	Status
<input checked="" type="checkbox"/>	WEB002-001 (Webinar 2013 Facility 1)	Sacramento	Company	Large	Yes	-	-

56

Annual Fee Payment



Payment Details

Company Name : Webinar 2013

Address : 1001 I St Sacramento CA 95814

#	Facility Name	Amount Due(\$)	Previous Due(\$)	Exemption	Fee Exemption (\$)	Total (\$)
1.	WEB002-001 (Webinar 2013 Facility 1)	370.00	0.00	Claim	0.00	370.00

Total Payment Due: (\$) 370.00

Note: Invoice once generated cannot be cancelled.

57

Finished!



61

Resources



- Website
 - R3 tool website:
www.arb.ca.gov/rmp-r3
 - RMP Program website:
www.arb.ca.gov/stoprefrigerantleaks
- Hotline
(916) 324-2517
- Email
reftrackinfo@arb.ca.gov
- Listserve
Sign up on website

62

ARB Contacts



- Ken Bowers
916.323.1510
kbowers@arb.ca.gov
- Pamela Gupta
916.327.0604
pgupta@arb.ca.gov

63

