

RAD Annual Reporting 2017 Training Webinar

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January 9, 2018



Agenda

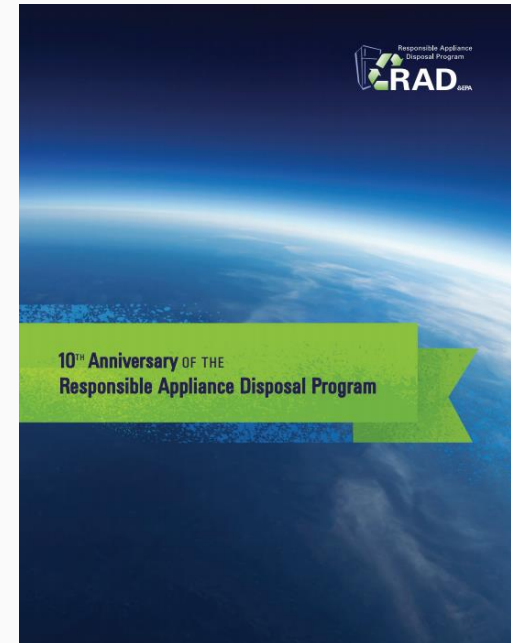


- **Introduction**
- **Overview of Reporting Form**
- **Demo**
- **Questions & Answers**

Introduction



- Importance of reporting
 - Partner and program benefits
 - 10th Anniversary RAD report available at: <https://www.epa.gov/rad/10th-anniversary-responsible-appliance-disposal-program-report>
- How to report
 - Form emailed to partners on January 2
 - Forms due to EPA by Wednesday, January 31



Overview of Annual Reporting Form



■ Instructions and Definitions

INSTRUCTIONS

Please complete all worksheets that are applicable to your program. Within each worksheet, please provide information for all fields requested. The purpose of each worksheet and the type of information requested in each is outlined below. Please ensure that all of the following steps have been completed before submitting the reporting form.

Step 1: Contact and Program Information

Provide your contact and program information.

Step 2: Third-Party Information

Enter contact information for and details

Step 3: Activity Data on Processed Units

Complete a Step 3 worksheet for each unit. There are separate worksheets for Refill, appliance processed by your program, and materials/components recovered from the

Step 4: Units Handled Jointly by Your

Complete this worksheet if any appliance units by refrigerant type and blowing agent

Step 5: Summary of Input Data for Quality

a) Review Step 5 Summary of Input Data is accurate. This worksheet is used
b) Review Step 5 Summary of Program Removal of Old Units worksheets to
c) Review Step 5 Key Messages and Feedback help
you promote the benefits achieved by

Step 6: Partner Feedback

Provide qualitative information on your program

Step 7: Confirmation

Check and sign a statement confirming

DEFINITIONS

Recover: To remove a material (in any condition) from an appliance and then store it externally without necessarily testing or processing it in any way.

Reclaim: To reprocess ODS and ODS substitutes using specialized machinery to all of the specifications in appendix A to 40 CFR part 82, subpart F (based on ARI Standard 700-1995, Specification for Fluorocarbons and Other Refrigerants), and to verify using the analytical methodology prescribed in section 5 of appendix A of 40 CFR part 82, subpart F.

Stockpiling with Intent to Reclaim: To store refrigerant or foam-blowing agent on-site at the recycling facility where the unit was processed with the intent of later reclaiming the substance(s).

Recycle: To extract material from an appliance and process it for reuse. Recycling durable components, such as metals, rubber, plastic, and glass, entails reprocessing them for future use in other manufactured products, and not reuse of the appliance itself. When recycling used oil, refrigerants must be recovered from the used oil to the fullest extent possible, and the used oil cannot be mixed with used oil from sources other than refrigeration units.

Destroy: To cause the expiration of a controlled substance. Destruction does not result in a commercially useful end product. For refrigerant or foam-blowing agent, destruction must be performed in accordance with the guidelines in 40 CFR §82.3. For PCBs, which are found in capacitors manufactured before 1980, destruction must be in accordance with 40 CFR §761.

Stockpiling with Intent to Destroy: To store refrigerant or foam-blowing agent on-site at the recycling facility where the unit was processed with the intent of later destroying the substance(s).


Dispose: Mercury waste, such as switches and relays, must be recovered from appliances prior to disposal or shredding, sent to a qualified recovery facility that has appropriate hazardous waste management permits, and managed in accordance with applicable federal, state, and local hazardous waste regulations (e.g., waste must be properly packaged prior to transport). The federal hazardous waste regulations under the Resource Conservation and Recovery Act (RCRA) can be found in 40 CFR §260 - 279. Used oil must be disposed in accordance with 40 CFR §279.81.

Energy Cost for Residential Consumers (\$/kWh): the energy cost paid by consumers, which may include a customer charge, distribution charge, transmission charge, transition charge, generation service charge, or other charges based on the electricity pricing scheme in your region.

Overview of Annual Reporting Form



Step 1: Contact and Program Information



United States
ENVIRONMENTAL PROTECTION AGENCY
Washington, DC 20460

Step 1: Contact and Program Information

Instructions: Provide your contact and program information (Tables A and B) on this page.

A. Contact Information

Name of RAD Partner: <input type="text" value="Utility ABC"/>	Reporting Period: <input type="text" value="1/1/2017"/> to <input type="text" value="12/31/2017"/>
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<p>Primary Contact:</p> <p>Contact Name: <input type="text" value="Gabrielle Jette"/></p> <p>Address: <input type="text" value="1725 Eye St. NW"/> <input type="text" value="Suite 1000"/></p> <p>Phone: <input type="text" value="202-862-1249"/></p> <p>Fax: <input type="text" value=""/></p> <p>E-mail Address: <input type="text" value="gabrielle.jette@icf.com"/></p>	<p>Alternate Contact:</p> <p>Contact Name: <input type="text" value="Christine Gajewski"/></p> <p>Address: <input type="text" value="1725 Eye St. NW"/> <input type="text" value="Suite 1000"/></p> <p>Phone: <input type="text" value="202-862-1169"/></p> <p>Fax: <input type="text" value=""/></p> <p>E-mail Address: <input type="text" value="christine.gajewski@icf.com"/></p>
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B. Program Information

Please select the RAD partner category your program falls under:	<input type="text" value="Utility"/>
How many households are in the area served by your program:	<input type="text" value="1,000"/>
Indicate which appliance types are included in your program:	
Refrigerators	<input type="text" value="Yes"/> Complete Step 3 - Refrigerators worksheet
Stand-Alone Freezers	<input type="text" value="Yes"/> Complete Step 3 - Stand-Alone Freezers worksheet
Air-Conditioning Units	<input type="text" value="Yes"/> Complete Step 3 - Air-Conditioning Units worksheet
Dehumidifiers	<input type="text" value="No"/>
Does your program jointly process/administer some appliances with another RAD partner?	<input type="text" value="Yes"/> Complete Step 3 - Units Jointly Processed worksheet
Does your program provide an incentive (e.g., financial) to encourage disposal of old, working refrigerated appliances?	<input type="text" value="Yes"/> Complete Table C in each Step 3 Activity Data worksheet

Revised 12/2017

Overview of Annual Reporting Form



- Step 3: Activity Data on Processed Units
 - Refrigerators, stand-alone freezers, air-conditioning units, dehumidifiers
 - If recovered refrigerant and/or blowing agent is kept in storage by the end of the reporting period, report as *stockpiling with intent to reclaim or destroy*
 - Use the comments section to provide additional information or clarifications

Total Number of Units Processed					
Average Age of Appliances Collected (yrs)					
Refrigerant Type	Total Number of Units Processed	Number of Units Processed with Refrigerant Recovery	Refrigerant Type Based On:	Comments:	
CFC-12					
HFC-134a					
Other					
Total	0	0			
Insulating Material Type	Total Number of Units Processed	Number of Units Processed with Foam Recovery	Was Foam Recovered From Appliance Doors?	Insulating Material Type Based On:	Comments:
CFC-11 Blowing Agent					
HCFC-141b Blowing Agent					
HFC-134a Blowing Agent					
HFC-245fa Blowing Agent					
Cyclopentane Blowing Agent					
Fiberglass					
Other					
Total	0	0			

Overview of Annual Reporting Form



- Step 4: Units Jointly Processed
 - To avoid double-counting of program benefits, track and report data on units handled jointly by you and other RAD

[Click Here to Add Additional Partner Columns](#)

Refrigerators	Partner #1	Partner #2	Partner #3	Partner #4	Partner #5	
Name of RAD Partner that Jointly Processes Your Units						Total Number Jointly Processed
Total Number of Units Jointly Processed						0
Number of Units Jointly Processed with Refrigerant Recovery						
CFC-12						0
HFC-134a						0
Other						0
Total	0	0	0	0	0	0
Number of Units Jointly Processed with Foam Recovery						
CFC-11 Blowing Agent						0
HCFC-141b Blowing Agent						0
HFC-134a Blowing Agent						0
HFC-245fa Blowing Agent						0
Cyclopentane Blowing Agent						0
Fiberglass						0
Other						0
Total	0	0	0	0	0	0

Overview of Annual Reporting Form



- Step 5: Quality Assurance
 - Input data summary: Review your program averages and compare to the typical range as quality assurance

Amount Per Unit	Refrigerators	Freezers	AC Units	Dehumidifiers
Refrigerant (lb)	0.2-0.5	0.1-0.6	0.5-1	0.3-0.6
Blowing Agent (lb)	0.6-1.2	0.6-1	NA	NA
Ferrous Metal (lb)	120-140	125-140	65-75	18-28
Non-Ferrous Metal (lb)	5-7	5-7	10-15	4-7
PCB Capacitors (#)	<1	<1	<1	<1
Mercury Components (#)	NA	<1	NA	NA
Used Oil (gal)	≤0.1	≤0.1	≤0.4	≤0.4
Plastic (lb)	11-50	11-30	2-5	4-8
Glass (lb)	3-6	NA	NA	NA

Step 5: Summary of Input Data for Quality Assurance

Instructions: Review the input data summarized in the table below to ensure that the data entered in the Step 3 worksheets are error-free. The table below presents the calculated average quantities of refrigerant, foam-blowing agent, and durable materials recovered per appliance and is self-populated based on the activity data reported in the Step 3 worksheet(s). The typical range reported by partners in previous years can be displayed in comments by holding your cursor over each cell, and should be used as guidance to identify potential reporting errors in the Step 3 worksheet(s).

Average Quantity Recovered Per Unit, Calculated Based on Reported Total Quantity and Number of Units Processed

	Appliance Type			
	Refrigerators	Stand-Alone Freezers	Air-Conditioning Units	Dehumidifiers
Number of Units	0	0	0	0
Refrigerant (lb)*				
CFC-12			NA	
HCFC-22	NA			
HFC-134a			NA	
R-500A	NA	NA	NA	
R-407C	NA	NA		NA
R-410A	NA	NA		
Average across all units				
Foam-Blowing Agent (lb)**				
CFC-11			NA	NA
HCFC-141b			NA	NA
HFC-134a			NA	NA
HFC-245fa			NA	NA
Average across all units			NA	NA
Durable Materials				
Used oil (gal)				
Ferrous metals (lb)				
Non-ferrous metals (lb)				
Plastic (lb)				
Glass (lb)		NA	NA	NA
Number of PCB-containing capacitors				
Number of Mercury-containing components	NA		NA	NA

*Average calculated based on reported number of units processed with refrigerant recovery.

**Average calculated based on reported number of units processed with foam recovery.

Overview of Annual Reporting Form



- Step 6: Partner feedback
 - Don't forget to tell us about your program and how we can improve RAD!
 - Include high-resolution 2017 event/campaign photos in your email response for consideration in the Annual Report

<p>Question #1 As part of your appliance recycling program, have you undertaken any innovative activities during the year to promote the safe disposal of appliances and/or raise consumer awareness? Please describe. You may also send any photos along with this reporting form at the time of submission.</p>	
<p>Question #2 As a RAD Partner, what are the greatest benefits that you've realized through the Program?</p>	
<p>Question #3 Do you have any suggestions for how the RAD Program can be improved?</p>	

Overview of Annual Reporting Form



■ Step 7: Confirmation



United States
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Washington, DC 20460

Step 7: Confirmation

Instructions: Prior to submitting this form, please review all Step 3 worksheet(s) and Step 5 QA Input Data Summary worksheet and confirm below that the information is accurate, to the best of your knowledge. Your name and date must be entered into the cells below in order for this form to be considered complete.

I certify that I have personally examined and am familiar with the information submitted in this report, and that based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete.

Name

Date

MM/DD/YYYY

Revised 12/2017

Name
Please type your name to complete the certification.

Reporting Form Demo





Questions & Answers

Contact Information



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**For technical reporting
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