Swansea University





# Technical guidance note: Fluorinated Gas (F Gas) use at

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# 1 Introduction

This document seeks to clarify what environmental compliance and management system obligations exist on Fluorinated Gases (F gas) at Swansea University.



The guidance contained within this document is in line with British and Welsh legislation and Swansea University requirements. It covers operations within the University at the Singleton and Bay campuses, and other associated sites.

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# 2 Fluorinated gas brief

Fluorinated gases (F gases) are man-made greenhouse gases that contribute to global warming and include:

- Hydrofluorocarbons (HFCs)
- Perfluorocarbons (PFCs)
- Sulphur Hexafluoride (SF<sub>6</sub>)

<sup>1</sup> https://www.gov.uk/guidance/fluorinated-gases-f-gases

The full list of regulated F gases can be found on the F gases<sup>1</sup> gov.uk webpage.

F gases are regulated under several pieces of legislation, further details of which are available from the Sustainability team and included on the University's environmental legal register.



# 3 Definitions

**Equipment owner:** The person/group that purchased and maintains the equipment. Where this is two different entities discussions must occur to designate responsibility.



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# Authorised uses

Certain uses of F gases are banned or will be banned in the future. For the most up to date list, please refer to the <u>Bans on F gas in new products and equipment: current and future<sup>2</sup></u> webpage.

Global Warming Potential (GWP): refers to the total contribution to global warming

resulting from the emission of one unit of that gas relative to one unit of the reference



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Common uses at Swansea University include:

gas, carbon dioxide, which is assigned a value of 1.

- HFC use in refrigeration and air-conditioning (RAC) equipment
- Research use of SF<sub>6</sub> and other high global warming potential fluorinated gases
- Use of SF<sub>6</sub> in electrical switchgear

# 5 Obligations if using or wanting to use F gas



#### 5.1 Regulatory requirements

If you already use or are considering using F gas, alternatives to F gas should be considered first. If an alternative is not possible, the lowest global warming potential (GWP) F gas should be utilised.



| Alternative gas or      |  |  |  |
|-------------------------|--|--|--|
| process (zero /         |  |  |  |
| negligible GWP)         |  |  |  |
| F gas (low GWP)         |  |  |  |
| F gas (high GWP)        |  |  |  |
| Figure 4. One calcution |  |  |  |

Figure 1: Gas selection



This analysis is to be undertaken during the risk assessment process (and associated reviews) for both new and existing projects/research.

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Even if a use is currently allowed, the availability and feasibility of alternatives should be regularly reviewed as part of the risk assessment review.



The equipment owner must ensure that regulatory requirements are met, as a minimum this includes:

 Checking the competence of the contracted company and engineer; refer to <u>Company certification to work with F gas<sup>3</sup></u> and <u>Qualifications to work with F gas<sup>4</sup></u> on gov.uk



<sup>2</sup> <u>https://www.gov.uk/guidance/bans-on-f-gas-in-new-products-and-equipment-current-and-future</u>
 <sup>3</sup> <u>https://www.gov.uk/guidance/certification-for-companies-working-on-equipment-containing-f-gas</u>
 <sup>4</sup> <u>https://www.gov.uk/guidance/qualifications-required-to-work-on-equipment-containing-f-gas</u>





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- Ensuring leak checks are carried out the appropriate frequency; refer to <u>Checking</u>
  <u>F gas equipment for leaks<sup>5</sup></u> on gov.uk
- Keeping the relevant records; refer to <u>Record F gas in equipment you own or</u> <u>service<sup>6</sup></u>
- Appropriate recovery and reclamation/recycling; refer to <u>Recovering, reclaiming</u> and recycling F gas<sup>7</sup> on gov.uk

The Sustainability team will periodically audit your use, through internal audits or as part of the external (ISO14001:2015) audit.

#### 5.2 University reporting requirements for F gas

You should contact the Sustainability team to inform them of the use and follow the process in Figure 2. A summary is also provided below:

- <u>Contact the Sustainability Team</u><sup>8</sup> (sustainability@swansea.ac.uk) or your local Environment Officer directly (see Section 10 for contact details) to inform them of the intended use or existing use (if the information has not previously been provided)
- Complete the form in Appendix 1 F Gas Feedback Form and submit to the Sustainability team with the following:
  - Confirmation the use is not banned and no alternative exists
  - Confirmation the F gas regulatory requirements have been reviewed and will be met
  - Safety data sheet for the F gas(es)
  - Risk assessment including detailed evaluation of whether or not the use is essential
    - Consider whether there is an alternative more environmentally friendly substance or way in which the process can be carried out to avoid the use of F gas. You will also need to consider any safety requirements and hazards of alternatives. This can be done in association with the Health and Safety Lead for your area (see Section 10 for further information).
  - $\circ$   $\;$  Details of maintenance for any equipment that contains the F gas
  - A completed copy of the F gas use table (see Appendix 2)
- Obtain approval for use from the Sustainability team
- Conduct an annual (as a minimum) review of alternatives and re-submission of forms to the Sustainability team to confirm continued/change of use e.g. quantity change or to inform the use has ceased. Forms should be submitted by November, ahead of the Sustainability team reporting to HESA in January.



- <sup>5</sup> <u>https://www.gov.uk/guidance/checking-f-gas-equipment-for-leaks</u>
- <sup>6</sup> <u>https://www.gov.uk/guidance/record-f-gas-in-equipment-you-own-or-service</u>

<sup>&</sup>lt;sup>8</sup> <u>https://www.swansea.ac.uk/sustainability/contact-us/</u>



<sup>&</sup>lt;sup>7</sup> https://www.gov.uk/guidance/recovering-reclaiming-and-recycling-f-gas



### Figure 2: Process for F gas approval and reporting at Swansea University



## 5.3 Uses by contractors and suppliers If using F gas, Swansea University and suppliers/contractors must comply with the F gas

legislation and government guidance:

Fluorinated gas (F gas): guidance for users, producers and traders<sup>9</sup>



<sup>9</sup> https://www.gov.uk/government/collections/fluorinated-gas-f-gas-guidance-for-users-producers-andtraders







Using and trading fluorinated gas and ozone-depleting substances: rules and processes from January 2021<sup>10</sup>





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# Alternatives and non-essential use

the year then a mid-year report would be expected.

Table 1 Gas lost from an accidental release of F gas<sup>12</sup>

the information in Table 1 included.

**Global Warming Potential (GWP)** 

Gas type / name

If an alternative exists and / or use of the F-gas is not essential then it should stop immediately. Disposal should be undertaken in-line with current UK requirements by a specialist and competent contractor. You must return the gas to the provider, the process for this will be detailed within the contract with your specific gas supplier. If the gas supplier is unable to accept the F gas, contact estates-waste@swansea.ac.uk for more information.

#### What to do in the event of an unplanned F gas release 7

F gas shall not be intentionally released into the atmosphere, where the release is not technically necessary for the intended use. All technically and economically feasible measures must be taken to prevent and minimise unintentional releases.

If the release is technically necessary as part of the work then this should be recorded using the F gas use table in Appendix 2 and submitted (as a minimum) as part of the

annual review detailed in Section 5.2. If any significant changes were to happen during

If there is an accidental leak of F gas from equipment (e.g. due to a system failure or operator error), it must be repaired urgently and appropriately to prevent any further releases. Regulatory requirements including the use of a competent contractor must be followed, as detailed in Section 5.1. The release must be reported to the Sustainability team as soon as possible through an adverse event form on the Report IT! system<sup>11</sup>, with





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Gas quantity lost Kg T CO<sub>2</sub>e Date of release Equipment / asset number **Equipment description** Proposed loss/leak root cause



<sup>10</sup> https://www.gov.uk/government/publications/fluorinated-gases-and-ozone-depleting-substances-howto-do-business-if-the-uk-leaves-the-eu-with-no-deal/using-and-trading-fluorinated-gas-and-ozonedepleting-substances-rules-and-processes-if-the-uk-leaves-the-eu-with-no-deal

<sup>11</sup> https://www.swansea.ac.uk/about-us/safety-and-security/health-and-safety/report-it/

<sup>12</sup> If a loss occurs from more than one piece of equipment in one adverse event, please provide the details on gas type and quantity lost from each piece of equipment





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# 8 Supplier considerations



It is the equipment owner's responsibility to ensure checks are carried out on the supply chain to ensure they have the appropriate requirements in place to enable legal sale in the UK.

Producers and importers must have an F gas quota to produce or import HFCs in the EU, for more details refer to the <u>Applying for quota to produce or import F gas<sup>13</sup></u> gov.uk webpage.



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When purchasing from a wholesaler or reseller, you should be required to provide a letter of reassurance that you are:

- Permitted to buy or collect F gas (through either holding or employ someone who holds the relevant F gas certificates and qualifications)
- You will not release F gas into the atmosphere intentionally, unless technically necessary for the use of the F gas
- You will take all steps to prevent F gas leaks

The supplier will then keep records of this reassurance, certificate number(s) and quantities of F gases purchased.

Before purchasing RAC equipment, you should be asked to provide the seller with details of the qualified technicians who will be used to install, service, repair and decommission equipment.

Products and equipment purchased should also meet labelling requirements detailed on the Labelling F gas equipment you produce, import or install<sup>14</sup> gov.uk webpage.

If the supplier does not request the details above and/or labelling of equipment is not as expected, then the equipment owner should ask the supplier to provide evidence of regulatory compliance, in line with Section 5.3.



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# 9 Responsibilities

The Sustainability team will support staff in ensuring an understanding of compliance obligations. However, it is the member of staff's responsibility to:

- Abide by compliance obligations i.e. any restrictions and requirements related to F gas use
- Complete any additional documentation associated with Swansea University procedures, including risk assessments
- Notify the Sustainability team of any proposed amendments to F gas use (change of F gas, additional/reduced volume etc.)
- Inform the Sustainability team of any releases to air



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<sup>&</sup>lt;sup>14</sup> https://www.gov.uk/guidance/labelling-f-gas-equipment-you-produce-import-or-install







<sup>&</sup>lt;sup>13</sup> <u>https://www.gov.uk/guidance/applying-for-quota-to-produce-or-import-f-gas</u>





• Ensure waste is disposed of in-line with Swansea University procedures

### 10 Key contacts



For additional support, you can contact one of the following:

|   |             | Environment Officer | H&S Lead           |
|---|-------------|---------------------|--------------------|
| e | Engineering | Emily Ingram        | William Finn-Lewis |
|   | Science     | Hayley Beharrell    | Lorraine Wild      |
|   | Medicine    | Hayley Beharrell    | Alison Trace       |



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# 11 Document Control

| Document control |                                |  |  |  |  |
|------------------|--------------------------------|--|--|--|--|
| Author:          | Emily Ingram, Hayley Beharrell |  |  |  |  |
| Approved by:     | Heidi Smith                    |  |  |  |  |
| Review Date:     | September 2020                 |  |  |  |  |
| Version:         | 1                              |  |  |  |  |



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# Appendix 1 – F Gas Feedback Form

Please submit the following information to the Sustainability Team



| Name:           | Enter information here | Faculty/PSU:     | Enter information here |
|-----------------|------------------------|------------------|------------------------|
| Team /          | Enter information here | Research lab (if | Enter information here |
| Research group: |                        | applicable):     |                        |
| Date:           | Click to add date      | Current/new      | Choose an item.        |
|                 |                        | use:             |                        |
| PI (if          | Enter information here | Contact details: | Enter information here |
| applicable):    |                        |                  |                        |

(<u>sustainability@swansea.ac.uk</u>) and your local Environment Officer (see Section 10 for contact details). Additional documents to be submitted are detailed on the form.

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#### Use start date: Enter information here Use end date (estimated): Enter information here Use description: Enter information here Justification for use: Enter information here Items to send back with this form: Confirmation use is not banned Confirmation the F gas regulatory requirements have been reviewed and will be met Safety Data Sheet for F gas(es) Risk Assessment (incl. detailed evaluation of whether or not the use is essential) Maintenance details for equipment containing F gas F Gas Use Table (see Appendix 2)

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# Appendix 2 – F Gas Use Table



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Excel version is available on the EMS Operational Procedures webpage<sup>15</sup>.

EXAMPLE 1 Time Period - 01-Aug-19 to 31-Jul-20 Gas held in equipment Gas released - part of Gas released Gas consumed in Global Warming accidental Total gas released (at one time) process process Potential (GWP) -Equipment / asset CO2e T CO2e T CO2e T CO2e T CO2e Equipment description Gas Type / Nam T CO2e Kg number Kg Kg Kg Kg Comments Asset 1 Name - Talbot Chiller 1 снії гоот Daikin Chiller R410a 0.0 0.0 2088 14 29.2 0.0 0 No loss this year, previous year loss Asset 2 Name - Talbot Chiller 2 CHILLOO2 Daikin Chiller R410a 2088 14 29.2 0.0 0.0 0.0 0 No loss this year, previous year loss Asset 3 Name - Engineering East Chiller 1 CHILLOO3 Airedale Chiller R410a 2088 50 104.4 0.0 0.0 0.0 0 2 circuits each with 25kg, no losses to date 2 circuits each with 25kg, loss occurred on Airedale Chiller Asset 4 Name - Engineering East Chiller 2 CHILL004 R410a 2088 50 104.4 0.0 0.0 10.4 10.4 03-May-20 adverse event reported Fujitsu Air Conditioning loss occurred on 16-Sep-19, adverse event Asset 5 Name - ILS2 A/C Unit 1 1430 0.0 0.0 42.9 CHILLOOS Unit R134a 30 42.9 30 42.9 reported EXAMPLE 2 Time Period - 01-Aug-19 to 31-Jul-20 Gas held in equipment Gas released - part of Gas released Gas consumed in Global Warming accidental Total gas released (at one time) process process Equipment / asset Potential (GWP) number Equipment description Gas Type / Name CO2e Kg T CO2e T CO2e Kg T CO2e Kg T CO2e Kg T CO2e Comments Kg No losses on equipment to date. Sealed and IFOL TEM 3000 when a aas chanae is reauired, every 7 Transmission Electron years the waste gas is taken away for Asset 1 Name - Engineering TEM ASSET123 Microscope SF6 22800 10 228.0 0.0 0.0 0.0 0.0 recycling EXAMPLE 3 Time Period - 01-Aug-19 to 31-Jul-20 Gas held in equipment Gas consumed in Gas released - part of Gas released Global Warming (at one time) accidental Total gas released nrocess nroces Equipment / asset Potential (GWP) Equipment description Gas Type / Name T CO2e T CO2e T CO2e T CO2e number CO2e Kg Kg Kg Kg T CO2e Kg Comments Asset 1 Name - SPTS Etch (Etch01) ASSET-AB-123 STPS Etch Machine SE6 22800 1140.0 1000 1140.0 450 513.0 0.0 450 0.0 50 Asset 1 Name - SPTS Etch (Etch01) ASSET-AB-123 STPS Etch Machine C4F8 10300 772.5 550 424.9 500 212.4 0.0 500 0.0 75 5 kg loss on 02-Mar-1, adverse event Asset 2 Name -Oxford Plasmalab (PLS01) ASSET-AB-125 Oxford Plasmalab50 CHES 14800 118.4 100 11.8 50 0.6 0.0 55 0.0 reported

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<sup>15</sup> https://staff.swansea.ac.uk/professional-services/estates-and-facilities-management/our-services/sustainability/culture-and-community/ems-operational-procedures/



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