



Ozone Depleting Substances (ODS) & other Halocarbons 24-Hour Release Report

Refrigerant releases over **10 kg** (22 lbs)* must be reported to UBC Safety & Risk Services (SRS).

[*Report releases of carbon tetrachloride or dibromodifluoromethane over 1 kg, or trichloroethane over 5 kg.]

Please complete this form and submit to SRS, Environmental Protection Advisor, ligia.gheorghita@ubc.ca within 24 hours of any refrigerant release.

Contact Info & Dates	
Date reported to SRS	
Date & time of refrigerant release	
Duration of release (days)	
Emergency response (repairs) completion date	
UBC Department (owner of refrigeration unit)	
Service contractor (company name)	
Service contractor contact (technician name)	
Refrigerant Release Details (all fields are required)	
Was release reported to Environment Canada by the service contractor? (Yes/No)	
Agencies on scene (e.g. Fire Dept, Hazmat)	
Equipment location (Bldg.name, Rm #) (Attach building floor map)	
Equipment location address (Street)	
Type of refrigeration system/unit (e.g. chiller, A/C, refrigerator)	
Unit number (attach photos)	
Type of refrigerant (ODS/halocarbon) released (e.g. R-134A)	
Quantity of refrigerant released (kg/lbs)	
Brief incident description, incl. cause of release	
Measures to prevent future releases, incl. implementation date	

Find the most recent form on the SRS webpage: <https://srs.ubc.ca/environment/pollution-prevention/ozone-depleting-substances/>

NOTE: Initial verbal reports must be submitted to Environment Canada **within 24 hours** after the leak or release is detected, by calling the provincial spill reporting hotline **1- 800-663-3456**. Written end-of-spill reports must be submitted **within 30 days** of incident.