 DEE CRAMER <small>HEATING / COOLING / SHEET METAL</small> <i>Dedicated People. Delivering Quality.</i>	Dee Cramer, Inc. Safety Management System		Doc No: REFRIGERANTHAND
			Initial Issue Date: 2/4/2026
			Revision Date: 1.0
SERVICE TEAM REFRIGERANT HANDLING POLICY		Revision No. 0	
		Next Review Date: 2/4/2028	
Issuing Dept: Safety		Page:	Page 1 of 4

1. Purpose

The purpose of this refrigerant handling process is to ensure the safe handling, storage, transportation, and use of refrigerants in compliance with OSHA standards.

2. Scope

This policy applies to all Service Team employees of Dee Cramer who use refrigerants during installation, maintenance, or repair activities, including rooftop work.

3. Definitions

Refrigerant: A substance used in a refrigeration cycle to absorb and transfer heat.

Cylinder: A pressure vessel designed for the storage and transport of compressed gases.

Asphyxiation Hazard: A condition where oxygen levels are displaced by gases, creating risk of suffocation

Frostbite Hazard: Injury caused by direct contact with refrigerants or cold surfaces, resulting in tissue damage.

4. Responsibilities

Safety Team:

- Ensure compliance and training is completed.


Employees:

- Follow procedure, report hazards, complete inspections and wear required PPE.

5. Training

EPA training with proof of an EPA card upon hire must be completed prior to handling refrigerants.

6. Inspections

 DEE CRAMER <small>HEATING / COOLING / SHEET METAL</small> <i>Dedicated People. Delivering Quality.</i>	Dee Cramer, Inc. Safety Management System		Doc No:	REFRIGERANTHAND
			Initial Issue Date:	2/4/2026
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		Next Review Date:		2/4/2028
Issuing Dept: Safety		Page:		Page 2 of 4

A thorough inspection must be completed prior to handling, using, or transporting any refrigerant.

Conduct a thorough inspection on:

- Refrigerant Tank
- Refrigerant Fittings
- Refrigerant Attachments
- PPE

Always inspect for signs of leaks. This may be in the form of frost or oil accumulating on the refrigerant indicating a leak. In addition, this may occur in the form of a “hissing” sound.

All components of the refrigerant shall be free of damage. If any damage is witnessed, ensure to replace the refrigerant tank immediately.

7. Safe Handling Procedure

Transportation and Travel

- Always ensure cylinders are kept upright and secure by means of straps.
- Do not store cylinders in passenger compartments.
- Uses means of a cart or dolly whenever possible and secure by means of straps. when transporting refrigerants.
- Never drop, roll, or drag cylinders.

Storage

- Store cylinders in a well-ventilated area away from heat/ignition sources.


Use

- Ensure there is proper ventilation prior to use of refrigerant to avoid asphyxiation.
- Avoid contact with skin or eyes.
- Wear appropriate PPE

Refer to Section 8 of refrigerant’s Safety Data Sheet (SDS) on the Safety App for specific and/or additional information.

8. Handling Non-Flammable vs Mildly Flammable Refrigerants

Refrigerants currently used at Dee Cramer, Inc. are classified by ASHRAE Standard 34 into the following safety groups:

 DEE CRAMER <small>HEATING / COOLING / SHEET METAL</small> <i>Dedicated People. Delivering Quality.</i>	Dee Cramer, Inc. Safety Management System		Doc No:	REFRIGERANTHAND
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SERVICE TEAM REFRIGERANT HANDLING POLICY		Revision No.		0
		Next Review Date:		2/4/2028
Issuing Dept: Safety		Page:		Page 3 of 4

- A1 – Non-flammable (e.g. R-410A, R-404A R-134A)
- A2L – Mildly flammable (e.g. R-32, R-454B)

Major Difference

Non-flammable (A1) refrigerants have no flammability range or ignition hazard where flammable refrigerants can ignite.

Mildly flammable (A2L) refrigerants have defined:

- LFL – Lower Flammability Limits
- UFL – Upper Flammability Limits
- Minimum ignition energy thresholds.

Leak Response Procedures

Non-flammables (A1) will have leaks where the risk is mostly asphyxiation, frostbite or high-pressure release.

When there is a leak to mildly flammables (A2L) the leak response must include elimination of all ignition sources. This includes no open flames, no energized switches, and no hot surfaces. Always ventilate the space immediately and use spark-free tools.

Servicing Procedures


The following outlines the difference between servicing equipment with non-flammable vs flammable refrigerants.

Area	A1 Non-flammable	A2L Mildly Flammable
Recovery	Standard machines	Only approved flammable-related recovery machines.
Brazing	Normal procedure	Area MUST be ventilated, eliminate ignition, purge refrigerant thoroughly.
Pressure Testing	Nitrogen permitted	Strict limits; no oxygen-containing gases allowed (ignition hazard).
Ventilation	Recommended	Mandatory before/during/after service.

9. Emergency Procedures

Leak: Evacuate the area, ventilate, and notify a supervisor.

Fire: Use appropriate extinguisher or pull the nearest fire alarm and evacuate the area if fire is not manageable.

 DEE CRAMER <small>HEATING / COOLING / SHEET METAL</small> <i>Dedicated People. Delivering Quality.</i>	Dee Cramer, Inc. Safety Management System		Doc No: REFRIGERANTHAND
			Initial Issue Date: 2/4/2026
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SERVICE TEAM REFRIGERANT HANDLING POLICY		Revision No. 0	
		Next Review Date: 2/4/2028	
Issuing Dept: Safety		Page:	Page 4 of 4

Inhalation Exposure: Move to fresh air and call a safety representative for further care.

Physical Exposure (frostbite): Do not rub the affected area. Immerse the affected area in warm (NOT HOT) water (100-105°F) if able and call a safety representative for further care.

10. PPE

At a minimum ensure to wear:

- Goggles
- Gloves rated for refrigerant handling

Refer to Section 8 of refrigerant’s Safety Data Sheet (SDS) on the Safety App for specific and/or additional information.

11. Non-Compliance

Failure to adhere to this policy may result in disciplinary action, up to and including termination of employment. Employees are expected to prioritize safety at all times.

12. Policy Approval and Review

This Refrigerant Policy is approved by management and is subject to review at regular intervals to ensure its effectiveness and compliance with health and safety legislation.

Signed:

[Name of Senior Manager]

[Date]

Management of Change		
Date	Description of Change	Name
2/4/2026	Added section for handling flammable vs flammable refrigerants.	Madelyn Nichols