



Dealer Checklist for Adopting New Refrigerants Changes

Preparation and Planning

1. RESEARCH AND UNDERSTAND NEW REGULATIONS

<input type="checkbox"/>	Review the latest refrigerant regulations and guidelines
<input type="checkbox"/>	Understand phase-out timelines for old refrigerants and phase-in timelines for new refrigerants <ul style="list-style-type: none">• Manufacturers cannot produce AHRI rated systems after December 31, 2024• Wholesalers will be allowed to sell through product until December 31, 2025• Wholesalers will be allowed to sell “components” (not systems) until inventory is depleted
<input type="checkbox"/>	Attend industry seminars or webinars on refrigerant changes

2. DEVELOP A TRANSITION PLAN

<input type="checkbox"/>	Create a detailed timeline for phasing out old refrigerants
<input type="checkbox"/>	Plan for the procurement of new refrigerants <ul style="list-style-type: none">• Storage of new units must be separate from old ones• Ensure storage of tanks meets EPA and DOE rules
<input type="checkbox"/>	Outline retrofitting or replacement schedules for existing equipment <ul style="list-style-type: none">• Identify new construction projects and the cycles for placing outdoor units• Educate sales on installation changes in length of lines, exposed line sets, operating pressures, etc.• Decide on a pre-season order to load up on matching indoor-outdoor units for future installations

Training and Certifications

3. EMPLOYEE TRAINING

<input type="checkbox"/>	Schedule training sessions for technicians on handling new refrigerants <ul style="list-style-type: none">• Meier Supply In-person and Webinars
<input type="checkbox"/>	Ensure all staff understand safety protocols, proper usage, transportation, and storage
<input type="checkbox"/>	Obtain necessary certifications for handling new refrigerants <ul style="list-style-type: none">• Currently EPA Universal covers Low GWP refrigerants



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4. CUSTOMER EDUCATION

<input type="checkbox"/>	Prepare informational material to educate homeowners about upcoming changes
<input type="checkbox"/>	Train sales staff to explain benefits and regulations to customers
<input type="checkbox"/>	Address common customer concerns and FAQs regarding the transition
<input type="checkbox"/>	Urge replacement now for tricky jobs

Logistics and Infrastructure

5. UPDATE TOOLS AND EQUIPMENT

<input type="checkbox"/>	Purchase or upgrade tools and equipment compatible with new refrigerants
<input type="checkbox"/>	Ensure service vehicles are equipped with necessary tools and safety gear
<input type="checkbox"/>	Install or upgrade recovery and recycling equipment as needed
<input type="checkbox"/>	<ul style="list-style-type: none">• Contact Meier Supply for all of the above

6. REVIEW AND UPDATE SAFETY PROTOCOLS

<input type="checkbox"/>	Update safety manuals to include handling procedures for new refrigerants
<input type="checkbox"/>	Conduct safety drills and inspections to ensure compliance
<input type="checkbox"/>	Equip technicians with personal protective equipment (PPE) suited for new refrigerants

Operational Adjustments

7. SUPPLY CHAIN MANAGEMENT

<input type="checkbox"/>	Establish reliable suppliers for new refrigerants <ul style="list-style-type: none">• The Meier Supply Company
<input type="checkbox"/>	Monitor supply chain for any disruptions or delays



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8. INVENTORY MANAGEMENT

	Implement an inventory tracking system for 410A systems
	Regularly audit inventory levels to avoid shortages
	Plan for safe and compliant storage solutions

Compliance and Documentation

9. REGULATORY COMPLIANCE

	Ensure all refrigerant handling practices comply with local, state, and federal regulations
	Keep detailed records of refrigerant purchases, usage, and disposal

10. DOCUMENTATION AND RECORD-KEEPING

	Maintain up-to-date records of technician EPA certifications
	Document all training sessions and safety protocols
	Record all equipment upgrades and retrofits

Customer Relations and Service

11. CUSTOMER NOTIFICATION

	Provide options for system upgrades or retrofits (both new and old)
	Offer incentives for early adoption
	Discuss increase in system costs

12. SERVICE ADJUSTMENT

	Adjust service contracts to reflect the use of new refrigerants
	Update maintenance schedules and practices to accommodate new refrigerants
	Provide warranty information and support for equipment using new refrigerants



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Review and Feedback

13. CUSTOMER NOTIFICATION

	Regularly review the implementation process and address any issues
	Collect feedback from technicians and customers to improve processes
	Stay informed about any further regulatory changes or industry developments

14. CONTINUOUS IMPROVEMENT

	Assign a Low GWP transition champion at your company
	Update training programs based on feedback and new information
	Invest in ongoing education for staff about industry advancements
	Continually improve safety and operational protocols