

Inspection Procedure

(performed only on a complaint basis)

Last Revision: January 18, 2017

[Back to Table of Contents](#)

 [Wis. Stats. 100.45](#)

 [ATCP 136](#)

Background

This procedure is designed to assist the inspector in performing mobile air conditioning complaint investigation inspections.

The department is responsible for the regulation, and inspection of business operators performing mobile air conditioning repair or service. Specific requirements to perform mobile air conditioning repair or service must be met, as required by [Wis. Stats. 100.45](#) and [Wis. Admin. Code Ch. ATCP 136](#). These requirements are to be verified by the inspector during the mobile air conditioning inspection. Businesses engaged solely in the practice of evacuating refrigerant from salvaged vehicles are required to be licensed with the Wisconsin Department of Natural Resources.

Procedure

The complaint investigation inspection procedure shall include verification by the inspector of the following requirements.

1. Verify the business operator employs at least one technician to perform mobile air conditioning repair or service that have successfully completed US EPA Section 609 training, (for passenger compartment of the vehicle), and US EPA Section 608 training, (for trailer refrigeration systems using ozone depleting refrigerants).
2. Verify the business operator has approved recovery recycling equipment meeting the requirements of ATCP 136.12. Approved equipment will have an affixed information plate/placard (typically located on the back panel of the equipment) stating the equipment is UL or ETL approved.
3. Verify the refrigerant recovery recycling equipment recovers and holds the refrigerant in a container that complies with standards adopted by the U. S. department of transportation under 49 CFR 173.304, (ATCP 136.16(3)(b)), and is clearly labeled as recovered, recycled, or reclaimed refrigerant. (ATCP 136.10(6)). The words U.S. DOT approved tank and a manufacture date is stamped into the collar of the cylinder/container. Requalification (retest) date requirements are also listed on the collar of the cylinder/container.

Note: Merchants with surplus refrigerant in noncompliant cylinders shall have a secondary DOT approved tank or UL listed recovery system for storage of regulated material.

4. Inspectors should reference ATCP 136.16 regarding repair and service practices and ATCP 136.20 regarding prohibited practices for questions or concerns presented during mobile air

conditioning inspections. Inspectors should also provide information to links available on the Department website regarding frequently asked questions related to recent law changes for mobile air conditioning. ATCP 136.16(5) language referring to holding a business registration and 136.20(5) will be removed as a prohibited practice.

5. **Data entry for mobile air complaint investigation inspections:**

- a. Inspectors should enter the mobile air conditioning inspection information in win wam as a device inspection, completing the mandatory information fields and attributes field. The business identification number must be entered in the device serial number field. Inspectors should use **Repair/Service** in the win wam inspection subtype field for mobile air conditioning repair or service businesses. Use the appropriate **pass, fail, or not checked** option in the attributes field for this type of inspection.
- b. Inspectors should use **Salvage Operation** in the WinWam inspection subtype field for inspections/complaints regarding auto salvage businesses. Use the appropriate **pass, fail or not checked** option in the attributes field for this type of inspection.

Inspectors should use the following inspection results for failed attributes and record the necessary information in the notes section of the report.

US EPA Section 609 or Section 608 certified technician- **Rejected 30 days**
UL/ETL Approved Equipment-**Red-tagged**
DOT Approved Tank-**Rejected 30 days**

- c. After completion of the complaint investigation inspection, provide a copy of the detailed report-all attributes inspection report to the business operator.
 - d. All mobile air businesses in the win wam data base will have DATCP in the responsibility field, since mobile air inspections do not count as contract city work.
 - e. MA business IDs should only be used to record mobile air inspections.
 - f. If an inspector needs to create a new mobile air conditioning business identification number in win wam, the business identification number must have an MA (mobile air) prefix in the number. DATCP should be entered in the responsibility field of the business file.
6. For Time Track entry, inspectors should enter mobile air conditioning in the activity field and DATCP in the responsibility field.
7. Inspectors are authorized access to perform inspections and have enforcement authority under Wis. Stats s.93.08. If an inspector is denied access to a mobile air conditioning business, contact your Field Supervisor during the inspection and provide copies of the these Statutes to the business owner.

8. If an inspector has reason to believe the business is performing mobile air conditioning service or repair and does not employ technicians possessing US EPA Section 609 or Section 608 training certification, or does not have approved recovery recycling equipment, the inspector should perform a physical inspection of the business premises for evidence of mobile air conditioning service being performed. Inspectors may also need to inspect repair invoices at the business for evidence of mobile air conditioning service being performed.
9. If a business states they subcontract mobile air conditioning service to another business they are required by Wis. Admin. Code Ch. ATCP 132.08 to identify the person and business that performed any service or repairs as a subcontractor on the repair invoice and make those records available for inspection and copying upon request by the department for at least 2 years.

Flammable refrigerants containing gaseous hydrocarbons such as butane or propane are prohibited.

HFO 1234yf refrigerant used in new passenger and light duty trucks does not contain gaseous hydrocarbons, and is legal for use in Wisconsin. It is considered flammable by the US EPA, but is an approved refrigerant for use under the EPA SNAP (significant new alternatives policy) program.

*Effective Date: July 1, 2010
Revised: January 27, 2011; April 16, 2014*