

Checklist for gas installations in public venues

The catering vendor is to complete the following checklist before an event to ensure the safety compliance of gas installations and submits it to the event organiser.

Checklist – please print clearly	
Event:	
Event organiser details	
Name:	Ph:
Responsible person nominated by the Event organiser	
Contact person's name:	Ph:
Catering Vendor	
Catering Vendor Business name:	
Location of business at the event:	
Type of business structure (caravan, marquee etc.):	
Responsible Catering Vendor person's name:	Ph:
Total stored/used LP Gas at site (Kg)	
Person completing checklist (Catering vendor)	
Name:	Ph:

Cylinders and regulators

Checklist	Yes	No
Are LP Gas cylinders in good condition? (NOT damaged, rusty or over 10 years old?)		
Have all cylinder connections been checked for leaks? Watch Gas Energy Australia's video on how to connect the new valve to your BBQ .		
Are all LP Gas cylinders located outside in a well-ventilated area and protect from tampering?		
Are all LP Gas cylinders located away from flammable materials and ignition sources?		
Are LP Gas cylinders restrained upright on a level, non-combustible surface?		

Hose and consumer piping

Checklist	Yes	No
Are all used hoses in good condition (i.e., not damaged, or rusty)?		
Are all hoses in use protected from accidental damage?		
Are all used hoses less than 3m in length?		
Is a trip prevention cover installed?		

Gas appliances

Checklist	Yes	No
Are all appliance approved for use in Western Australia?		
Are all gas appliances in good working order?		
Have appliances been serviced within the last 12 months by a qualified person? (appliance should have a service label attached show date of service)		
Are all portable gas appliances (ring/wok burners) correctly secured and placed on non-combustible surfaces?		

Safety procedures

Checklist	Yes	No
Do staff know what to do in an emergency?		
Is there a suitable fire extinguisher and fire blanket handy?		
Has someone been nominated and trained to connect and disconnect LP gas cylinders?		

Disclaimer – The information contained in this fact sheet is provided as general information and a guide only. It should not be relied upon as legal advice or as an accurate statement of the relevant legislation provisions. If you are uncertain as to your legal obligations, you should obtain independent legal advice.

Building and Energy

Department of Energy, Mines, Industry Regulation and Safety

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