

# Gas safety: event catering checklist

## Office of the Technical Regulator

There are legal obligations for ensuring gas installations at public events are safe and safely operated. This checklist has been developed to help summarise the responsibilities of each stakeholder involved.

### Event details

Event name:	
Date(s)	
Event organiser/Catering vendor	
Organiser/vendor signature	

### Responsibilities: event organiser/catering vendor

Item	YES	NO
Has a risk assessment been completed?		
Are your staff familiar with the operation and function of appliances and know what to do in an emergency?		
Is there a suitable fire blanket and extinguisher handy?		
Has someone been trained to change gas cylinders?		
Have you engaged a licensed gas fitter to conduct gas installations if appliances are more complicated than connecting a certified BBQ and 9 kg cylinder?		
Has a gas fitter provided a gas Certificate of Compliance (CoC) to cover the duration of the event?		

## Responsibilities: licensed gas fitter

Item	YES	NO
<b>Appliances</b>		
Are only certified appliances with a certification badge in use?		
Is the service history available?		
Are appliances and components in good working order, with no gas leaks, and taps, o-rings and soft seals free of damage?		
Are safety devices not tampered with?		
Have you made sure appliances are not sitting on a combustible surface?		
Are they in a well ventilated location?		
Do you have the required clearances for LP gas cylinders?		
Are external appliances not being used in an internal location?		
<b>Ring burners or portable wok burners</b>		
Are ring burners installed outdoors in accordance with manufacturer's instructions?		
Have they been secured to prevent movement and placed on a non-combustible surface?		
Are they protected from direct drafts and in a well-ventilated location?		
Are the burners certified with an integral pan support?		
<b>Portable gas heaters certified for outdoor use, patio heaters and commercial direct fired air heaters</b>		
Are the heaters not being used indoors?		
Are they not being used in any quasi-outdoor areas? (An outdoor area sufficiently weatherproofed to allow the installation of an appliance certified for indoors without affecting its safety, combustion or integrity)		
<b>Hot water units</b>		
Have any gas hot water heaters been installed by a licensed gasfitter?		
Have the pipe work or hoses been protected, and present no tripping hazard?		
<b>LP gas cylinders</b>		
Are all LP gas cylinders in good condition? (e.g. no rust or dents etc.)		
Are all LP gas cylinders within the 10-year test period?		
Are cylinders secured with the relief valve directed away from appliances, other cylinders and structures?		
Are small cylinders in a secure, stable, non-combustible ventilated container such as a wire cage or basket? (not plastic)		
Are large cylinders secured with chains to stakes or star pickets or fixed to a metal plate and post to prevent tilting or falling over?		
Are cylinders located at least 1.5 metres from ignition sources such as electrical equipment or objects that may produce excessive heat, arcs or sparks? (e.g. light switches, power cord plugs, refrigerators or generators etc.)		
Is there a minimum of 1.2 metres clear access and exits maintained around cylinders?		
Is the quantity of LP gas cylinders within the enclosure less than 60 kg?		
Is the maximum cylinder size less than 15 kg, with one cylinder per appliance within one enclosure?		

Item	YES	NO
<b>Regulators and hose connections</b>		
Are the regulators and hoses in good condition and not kinked or strained?		
Are only approved LP gas hoses being used?		
Are hoses less than 3m in length (with no joiners) and connected to prevent entanglement and tripping hazards?		
Have the connections been tested for leaks with soapy water/detergent?		
Are hoses protected from traffic? (foot/trolley/vehicle)		
<b>Event areas and structures</b>		
<i>Outdoor areas and temporary structures:</i>		
Is the open side of the structure equal to 25% of the total wall area, plus for outdoor appliances, the remaining walls must have at least 30% opening each?		
<i>Quasi Outdoor Areas:</i>		
Is the area sufficiently weatherproofed to allow the installation of an appliance certified for indoors?		
<i>Groups of temporary structures:</i>		
Is there no more than 10 structures using LP gas in any one group?		
Are the groups separated by at least 15 metres from other gas using groups?		
Is there no flammable gas or liquids kept in the intervening space between the groups of structures?		
<i>Quasi Indoor Areas:</i>		
Are only certified indoor appliances used within this area? (no outdoor appliances)		

## Responsibilities: mobile catering vehicle and trailer operators

Item	YES	NO
<b>Appliances</b>		
Is there a gas Certificate of Compliance (CoC) for any gas installations kept within the vehicle or trailer?		
Do all burners have flame safeguards?		
Does every connection to an appliance have a gas isolation valve?		
Is there adequate ventilation as per AS/NZS 5601.1?		
Do cooking surfaces comply with minimum safe operating distances?		
<b>Cylinders</b>		
Are ignition sources not located within the ignition zone? (e.g. generators, electrical switches, refrigerators and gas appliances)		
Are cylinders restrained by attachments that are designed, constructed and secured in place, so they can withstand a load equal to 4 times the weight of the full cylinders and fittings in all directions?		
Are LP cylinder compartments vapour proof and do they incorporate vents in the door or a drain hole to allow vapour to escape?		
Are these compartments labelled to identify there is LP gas within?		
<b>Pipework</b>		
Is the main run of the piping system located outside the vehicle or trailer, regardless of the number of appliances connected to the pipework?		
Is the pipework firmly fastened in a protected location so that all unions and joints are accessible?		
Are any voids between the working space and a false bottom that contains consumer piping, sealed from the working space with a minimum 500mm ventilation area adjacent to any unions and joints?		
Is pipework arranged so the branch pipe separately enters the interior of the vehicle or trailer adjacent to each appliance?		
Where piping lies along the chassis, is it fastened to the side of a structural support and not beneath it?		
Is suitable piping fully annealed Type A or B copper tube with flared or capillary fittings? (pressfit fittings are not suitable)		
Are appliances connected using a hose assembly compliant to AS/NZS 1869 Class A, B, C or D?		

### Contact the Office of the Technical Regulator for more information

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