



Obtaining a Gasfitting Authorisation

Fact Sheet

Requirement to hold a licence (Gasfitting Authorisation)

In Western Australia, the *Gas Standards Act 1972* provides that gasfitting work may only be carried out by persons with the appropriate gasfitting licence, as issued by the Director of Energy Safety.

Gasfitting Authorisations are issued in Western Australia by Building and Energy as a flexible licensing mechanism.

It enables organisations and persons to carry out emergency repairs and to maintain key infrastructure such as industrial gas piping systems (Pressures above 200kPa) and Type B gas appliances for example.

Gasfitting Authorisations are not intended to replace the need for independent gas fitters but may be issued to train competent people who are responsible for maintaining on-site gas equipment when it would be otherwise impracticable to keep the plant or appliance safely operational.

Restrictions apply to Gasfitting Authorisations which include the responsibilities of the holder and what class and type of gasfitting work can be done under the Gasfitting Authorisation.

New technology that falls within the scope of Western Australian Gasfitting Legislation may also be covered by a Gasfitting Authorisation. This allows for innovation and for research and development of gas fuelled technologies within Western Australia.

Legislation

Gasfitting work

An operation, work or process in connection with the installation, removal, demolition, replacement, alteration, maintenance, or repair of a gas installation. Doing or supervising any gasfitting work is of the nature of gasfitting and there are a number of exceptions listed, including the exchange of LP Gas cylinders, some automotive engine tuning activities, and work associated with reticulated gas supply systems for a gas supplier.

Gas appliance

“Any appliance that consumes gas for any purpose”.

A gas appliance includes all the associated apparatus from the appliance isolation valve to the primary flue or exhaust on a stationary engine for example.

Any work affecting the safe operation of the gas appliance or system is considered gasfitting work and may include all types of servicing and maintenance work carried out on the gas installation, including work on the:

- the gas appliance;
- combustion chamber;
- combustion air supply;
- apparatus such as any valves and gas pressure regulating equipment;
- flues, gas pipework, ventilation and ductwork;
- any work associated with the safe operation of gas systems (e.g. work on burner management systems and electrical work) for example.

Piping system associated with a Type B gas appliance

The consumer's piping system from the outlet of the billing meter, tank, cylinder valve or designated point of transfer from where a pipeline licence ceases and the consumer's pipe commences to the Type B appliance isolation valve.

Servicing, in relation to a consumer's gas installation

(a) maintenance involving the adjustment and cleaning of any appliance or apparatus in the installation in accordance with the recommendations of the manufacturer; or

(b) repair involving the exchange of components but not requiring modification of the installation.

This includes cleaning and/or replacement of components in accordance with manufacturer's maintenance schedules. Where components are replaced, it is considered that components are of the same model and brand, or with the same functional performance. By exchanging the component, there will be no change to operational parameters of the system or take the appliance out of its approved criteria.

The replacement of an assembly of components e.g. boiler body, turbine hot section, kiln or valve train is considered new work or modification to an installation and would not be typically covered by an Authorisation.

Supervised gas fitter

A person working under the supervision of an Gasfitting Authorisation holder while carrying out prescribed gasfitting work.

Supervising gas fitter

Gasfitting Authorisation holder registered with Building and Energy as a gas fitter and authorised under the Regulations to supervise supervised gas fitters.

Gasfitting Authorisation holder's responsibility

The Gasfitting Authorisation holder is responsible for ensuring that the gasfitting work completed is in compliance with the conditions set out in the Gasfitting Authorisation schedule and to ensure the work is completed safely, in compliance with the Regulations and the installation is left safe to use.

Gasfitting Authorisation holders are to ensure that the persons being supervised understand the Regulations, the conditions of the Gasfitting Authorisation and are trained and competent to undertake the work under the Gasfitting Authorisation.

The Gasfitting Authorisation holder is to determine the level of supervision that is required and Building and Energy have published supervision guidelines that can be referenced as required.

National competency units and qualifications should be utilised for training where available and all training is to be recorded and retained.

It is not permitted to disciplinary trade base the responsibility for gasfitting work under different Gasfitting Authorisations. For example, a Gasfitting Authorisation holder with an electrical trade qualification is not just responsible for electrical work; they are also responsible for all the gasfitting work carried out under their Gasfitting Authorisation.

There can be only one Gasfitting Authorisation holder responsible for the specified gasfitting work.

The Gasfitting Authorisation holder is also responsible to ensure that supervised gas fitters (persons working under the Gasfitting Authorisation) are competent to do so.

Suitable training is to be provided and an appropriate level of supervision is to be employed.

Eligibility for a Gasfitting Authorisation

Applicants are required to demonstrate appropriate experience and qualifications relevant to the class and type of gasfitting work that is to be undertaken.

Applicants are assessed on an individual basis by the Building and Energy Gas Licencing Committee and are **not** automatically granted.

Applicants are required to demonstrate that they have adequate skills and knowledge to carry out gasfitting work in compliance with the Gas Standards (Gasfitting and Consumer Gas Installations) Regulations 1999.

Regulation 12 prescribes that the Director may issue an Gasfitting Authorisation to an Applicant, if the Director is satisfied that the applicant —

- (a) has adequate theoretical and practical knowledge and adequate skills, to carry out the gasfitting; and
- (b) has an adequate knowledge of the Act and these Regulations; and
- (c) is otherwise a fit and proper person to carry out the gasfitting.

A way of demonstrating skills and knowledge includes providing a written submission that provides evidence to demonstrate that the applicant has relevant demonstrated skills and knowledge that relates to the scope of work applying for.

The Director reserves the right to issue an authorisation that the Director considers appropriate in the circumstances.

Gasfitting Authorisation conditions

A Gasfitting Authorisation can be issued for a maximum of twelve months and the Gasfitting Authorisation Schedule contains the limitations or conditions placed on the Gasfitting Authorisation holder and organisation.

Limitations typically include the type of appliance or installation covered by the Gasfitting Authorisation, the site or sites the Gasfitting Authorisation covers, the number of persons authorised to carry out the work together with the scope of work that can be undertaken.

Applying for an Gasfitting Authorisation

Letter of nomination

A letter of nomination is to be provided by the applicant's supervisor or manager identifying why and how long the Gasfitting Authorisation is required.

The letter must also specify applicant's authority to supervise the work as well as what qualifies the applicant to carry out the work specified on the application.

The application will also need to include details of what gasfitting work will be performed, including the operating pressure of the pipework and or appliances as appropriate.

A brief description of the type of work to be undertaken together with a list all the appliances that are intended to be maintained under the Gasfitting Authorisation is also to be provided (as applicable).

Where the Gasfitting Authorisation is for maintaining and servicing Type B gas appliances, the application is to include the appliance certification details together with the details of the certifying Inspector.

Qualifications and experience

The applicant is to provide evidence of completing training relevant to the type or scope of work being applied for and or a summary of their experience which covers the proposed work.

Examples of this could include copies of training courses completed, resume or CV and statements from previous and current employers indicating that the applicant has previously undertaken and is experienced in the work specified on the Gasfitting Authorisation.

This evidence may include appliance specific training run by the appliance manufacturers or Building and Energy Gas Legislation training for example.

Management plan

A management plan **is only** required when it is proposed to have more than one Gasfitting Authorisation holder.

The management plan will need to outline a hierarchy of responsibility within the organisation, identifying who is responsible for what, when and where the gasfitting work is done.

It must be clearly identified on the management plan, which Gasfitting Authorisation holder is responsible for what site and what work.

The management plan is to indicate the number of persons expected to be supervised under the Gasfitting Authorisation, together with how the work record is to be recorded. Typical content would include maintenance protocols, control mechanisms, training requirements, WHS and incident reporting in compliance with the Gas Standards (Gasfitting and Consumer Gas Installations) Regulations 1999.

A management plan may just consist of a few flow charts and relevant hierarchal statements or be a more complex document depending on the size and nature of the organisation and work to be undertaken.

Training and training plan

All Gasfitting Authorisation holders are required to have successfully completed training and assessment in WA Gasfitting Legislation, Gas Safety and Basic Combustion, Fluing and Exhaust Principles.

A training plan is required to be submitted with the application which will need to reflect the competencies needed to carry out the various tasks undertaken.

A training plan can form part of the management plan where there are a number of Gasfitting Authorisation holders on the same site.

Gasfitting Authorisation holders must ensure all workers are deemed competent to carry out the work under the Gasfitting Authorisation and are responsible for identifying the level of training required by those working under the Gasfitting Authorisation.

All training must be documented and copies of appropriate training certificates retained for audit purposes.

Training may consist of:

- Nationally accredited courses;
- Building and Energy recognised courses;
- internal training courses; and
- manufacturers/equipment supplier's courses.

If a person does not apply for a Gasfitting Authorisation on completion of training or the Gasfitting Authorisation has expired

Where a person did not apply for a Gasfitting Authorisation on completion of training or the Gasfitting Authorisation has expired:

- Within 2 years – A Gasfitting Authorisation can be issued on receipt of the application.
- Between 2 and 5 years – The person is required to complete successfully the assessment on Gas Standards Legislation, Gas Safety, Basic Combustion and provide evidence of completing a recognised training course in industrial gasfitting or other appropriate course depending upon the class of gasfitting being applied for, issued within two years.

What is the penalty for working without a Gasfitting Authorisation or Gasfitting Permit?

A person who carries out gasfitting work without an appropriate permit is liable for prosecution and a fine under the *Gas Standards Act 1972*.

Where do I send my application?

Postal Address: Building and Energy
Licensing Office
Locked Bag 100
EAST PERTH WA 6892

In person: Building and Energy
Level 1
303 Sevenoaks Street (entrance Grose Avenue)
CANNINGTON WA 6107
Office Hours: 8:30am to 4:30pm Mon to Fri

This document is not intended to be a complete statement of Building and Energy's policy, nor does it attempt to waive or modify any legal obligation.

Appendix A

SAMPLE TRAINING PLAN (EXAMPLE)

You can use this form to record the training needs that you have identified for your team as a whole.

This can help you to prioritise and document the training that needs to be done to make sure your workforce is working at optimum capacity.

Supervised gas fitters

Priority	Identified skill gap	Who needs training?	Type of training	Description of training	Training providers	Indicative cost	Delivery dates
Prior to site mobilisation	Supervised gas fitter training	John Doe	Gas Safety	B&E Gas Safety course	TAFE	\$300	TBC
Prior to site mobilisation	Working on pressure piping systems	J Brown	Maintaining piping systems training	Formalised 3 day course	TBC	TBC	TBC
After arriving on site	Decommissioning of gas lines	A Smith	BHP in house course	2 Day site specific decommissioning training	BHP BIO	Included in tender cost	Monthly