

**QUEENSLAND GAS ASSOCIATION (Inc.)
GAS APPLIANCE SAFETY APPROVAL RULES
Version 1.1- Nov2015 as of Date: 1st November 2015**

Safety Approval Rules – The Individual Type A gas device Safety Approval Scheme

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1. PURPOSE

One of the functions of the Queensland Gas Association Inc. is to act as the device standards body for the Individual Type A Gas Approval process on behalf of the *Chief Inspector Petroleum & Gas (P&G)*. The approval process is to provide assurance of an acceptable level of public safety with respect to the design and manufacture of individual domestic and commercial gas appliances designed for use with Natural gas or Liquefied Petroleum gas.

The individual Type A Gas Device Approval Scheme was conceived and developed as an alternative to the national type test scheme for mass produced appliances administered by the Conformity Assessment Bodies. Appliances approved under a type test scheme are recognised throughout Australia, whereas approvals under the Individual Type A Gas Device Approval Scheme (scheme) can only be considered approved in Queensland.

The purpose of the Individual Type A Gas Device Approval Scheme is to provide a cost effective and practical pathway for approval; allowing manufacturers and importers to produce or import one-off or low quantities of Type A gas devices, ensuring an acceptable level of safety while still allowing for market testing and gas device (appliance) design innovation without the financial burden of laboratory based type testing.

The scheme is to be applied in very specific case scenarios:

- a) Where a manufacturers and/or importer produces or imports one-of or limited numbers of gas devices (Type A), thus ensuring an acceptable level of safety while still allowing for market testing and gas appliance design innovation without the financial burden of laboratory based type testing;
- b) Where a gas device (Type A) has an existing approval, but due to repair, alteration, modification, or upgrade the appliance design or operation would fall outside any pre-existing Safety approval or approval;
- c) Where a second hand gas device (Type A), with existing overseas approval, is imported for installation and use, including those installed in imported pre owned recreation vehicles;
- d) Where an existing installation includes a gas device (Type A) that is identified to be un-approved and approval is required for continued use. Cases of this nature would be investigated by the Petroleum and Gas Inspectorate to identify and prosecute any offences under legislation as a separate matter; or
- e) In any cases where it is identified an appliance is not eligible to be assessed under a type test scheme.

Structure

As a not for profit organisation the QGA provide a single point of application and assessment to ensure the product is eligible to be tested and approved under the scheme.

The QGA provides a common set of Safety Approval Rules as listed, assessment checklists and record keeping of approvals on a public accessible www.qga.org.au website.

The Safety Approval Rules, checklists and the website are required under the Individual Type A Gas Device Code of Practice and are critical in establishing and maintaining a consistent approach to the approval process.

For a person or body to become an Approving Authority for individual Type A gas devices they must first apply to the Chief Inspector Petroleum and Gas. Any appointments are conditioned to include compliance to the (P&G) Code of Practice for Individual Type A Gas Device Approval Authorities (Certifiers) and these Rules.

2. UNDERTAKING

The Applicant undertakes to comply with the Safety Approval Rules of the Queensland Gas Association Inc, and understands and accepts that QGA Safety Approval is conditional upon such undertaking. The Applicant also undertakes to comply with any changes to the Safety Approval Rules and understands and accepts that continued Gas Safety Approval is conditional upon such an undertaking.

3. SCOPE

The Queensland Gas Association Inc. Safety Approval Scheme for Individual Gas Appliance Safety Approvals is applicable to domestic and commercial gas appliances. The Scheme relates to the safety conformity requirements for gas devices (Type A) as outlined in appendix A of the Code of Practice for gas equipment and applies to any manufactured Type A appliances using natural or LP gas as a fuel, including second-hand, modified or refurbished appliances.

In particular the following examples are considered scenarios where assessment and approval can be achieved through an Individual Type A Gas Device approval scheme;

- a) Where a manufacturers and/or importer produces or imports one-of or limited numbers of gas devices (Type A), thus ensuring an acceptable level of safety while still allowing for market testing and gas appliance design innovation without the financial burden of laboratory based type testing;
- b) Where a gas device (Type A) has an existing approval, but due to repair, alteration, modification, or upgrade the appliance design or operation would fall outside any pre-existing Safety approval or approval;
- c) Where a second hand gas device (Type A), with existing overseas approval, is imported for installation and use, including those installed in imported pre owned recreation vehicles;
- d) Where an existing installation includes a gas device (Type A) that is identified to be un-approved and approval is required for continued use. Cases of this nature would be investigated by the Petroleum and Gas Inspectorate to identify and prosecute any offences under legislation as a separate matter; or
- e) In any cases where it is identified an appliance is not eligible to be assessed under a type test scheme.

It must be recognised and acknowledged the approval of any Individual Type A Gas Device under this scheme can only be considered as approved for the purpose of section 733 of the P&G Act. That is; the approval only has force within the jurisdiction of the Chief Inspector.

4. DEFINITIONS

Appliance means a domestic or commercial Type A gas as defined in Schedule 6 of the Petroleum and Gas (Production and Safety) Regulation 2004.

Applicant includes the person, whether an individual, business name, body corporate or other legal entity, whose names appears in the Application as the person seeking to be issued with a Certificate and have the IGAC QGA Makers Warranty Badge affixed.

Application means a written request, made by the Applicant to an Approved Person or body under Section 733 of the Petroleum and Gas (Production and Safety) Act 2004 for that person or body to undertake an Individual Safety Approval of a gas appliance and affix a QGA badge to that appliance.

Approved Person is a person or body approved to approve gas appliances under Section 733 of the Petroleum and Gas (Production and Safety) Act 2004. Also known as the *(Certifier)*

Association unless otherwise stated means the Queensland Gas Association Inc.

Certificate means a certificate issued by the QGA to the Applicant declaring that the appliance meets the Safety requirements for gas devices (Type A) following relevant test against those requirements.

Safety Approval Rules means these Safety Approval Rules as amended by the QGA from time to time and by which the QGA and the Applicant agree to be bound. Now replaced by the Gas Appliance Safety Approval Rules.

Safety Approval Scheme means the Individual Gas Appliance Safety Approval Scheme (as amended from time to time) operated by the QGA and against which the QGA assesses an Application. Now superseded and replaced by the Safety Approval Scheme.

Gas means Natural Gas, Bio Gas or LP Gas as defined in Queensland legislation.

Information means any technical information not publically available provided by the Applicant to the QGA.

Approval Badge means a self-adhesive badge the design of which is owned by the QGA and by which the applicant warrants that the appliance meets the requirements of the Association.

Non – Conformance means non-conformance of an appliance with the Safety requirements for gas devices (type A).

QGA means the **Queensland Gas Association Inc.**

Safety requirements for gas devices (type A) are those requirements contained in AS3645-2020 – Specifically Section 2 – linked by QGA safety Approval check sheets as listed in the Safety Approval Rules.

Safety Approval Rules means these Gas Appliance Safety Approval Rules as amended from time to time and by which the QGA and the Applicant agree to be bound.

Standards and/or Codes means the national and international standards and/or codes against which the Technical Design of an Appliance is assessed and which may be used to verify the appliance design.

Type A gas appliance means an appliance defined in Schedule 6 of the Petroleum and Gas (Production and Safety) Regulation 2004 Type A gas appliances which may be approved by certifiers are shown in Appendix A of this document.

GENERAL NOTES

- Words importing the singular only shall also include the plural (and vice versa).
- Words importing one gender shall include every gender.
- Words importing persons that shall include business names, bodies corporate and any other legal entity.
- A reference to Standards and/or Codes shall be deemed to be a reference to either one or both and includes such other safety related requirements of the QGA as amended from time to time as well as any Standards and/or Codes or safety related requirements of the QGA which may be substituted by another or any new Standard or Code safety related requirement of the QGA as may be amended from time to time.
- The QGA reserves the right to in its absolute discretion to apply one or more relevant Standards and/or Codes wholly or in part in the Safety Approval process.
- All fees, charges and other monies referred to in these Safety Approval Rules are in Australian dollars. Where applicable, GST will be additionally charged.

Type A gas devices (Appliances)

Section 724 of the P&G Act provides the definition of a Type A gas device.

- (1) A gas device (Type A) is a device used or designed or intended for use for a purpose mentioned in subsection (2), and prescribed under a regulation.
- (2) For subsection (1), the purposes are –
 - (a) for production of heat, light or power using fuel gas; or
 - (b) for refrigeration for which fuel gas is the fuel; or
 - (c) as a propellant.

Specific Type A gas appliances are prescribed in schedule 6 of the Petroleum and Gas (Production and Safety) Regulation 2004. However not all Type A gas appliances that are prescribed are suitable to be assessed under this Approval Scheme.

Appliances not considered suitable for assessment include but not limited to: Flue less space heaters- Due to design and intended use not all Type A gas appliances are suitable for assessment and approval under this process. For example flueless space heaters cannot be assessed. For clarification on suitability the applicant should contact the QGA.

5. MANAGEMENT AND ADMINISTRATION OF THE SCHEME

5.1 Applying to be an certifier for individual Type A gas Devices – a copy of an application is provided in Appendix 1

The appointment of a person as a Certifier is a process that includes three stages. The applicant must be approved by the Chief Inspector and then registered by the QGA.

Stage 1 – A person must formally apply in writing to the Chief Inspector Petroleum and Gas in the first instance.

Stage 2 – On approval by the Chief Inspector – The applicant must then apply to the QGA for the following;

- Apply for Individual Membership (to be approved) and be a financial member
 - Note Membership category will change when approved as a Certifier – additional fees.
- Agree and abide by the constitution and bylaws/Safety Approval Rules.

Stage 3 – On the successful completion of Stage 2

- The new certifier is on probation for 12 months.
- The Individual Certifier is issued with an Individual approval number – Certificate.
- The certifier is required to supply a current insurance certificate for the listed insurances.
- The certifier is required to acquire the correct test equipment as listed (refer to Appendix 1).

The Individual Certifier will be limited to approving devices where the certifier has proven adequate knowledge, skills and competency.

Failure of the Certifier to comply with the P&G Code of Practice or these rules may result in their approval or registration being conditioned, suspended or cancelled by the Chief Inspector.

To maintain their approval a Certifier must maintain their skills and competency through documented professional development on an annual basis.

5.2 Professional Development

The certifier is required to complete a minimum professional development and refresher training through each calendar year. A minimum of 20-30 hours per annum as follows.

Commencing with the following – Year One and Two of the Safety Approval rules – 10 hours technical and 5 hours legislative and system process

Leading to the following by Year 3

- 20 hours technical
- 10 hours legislative and system process

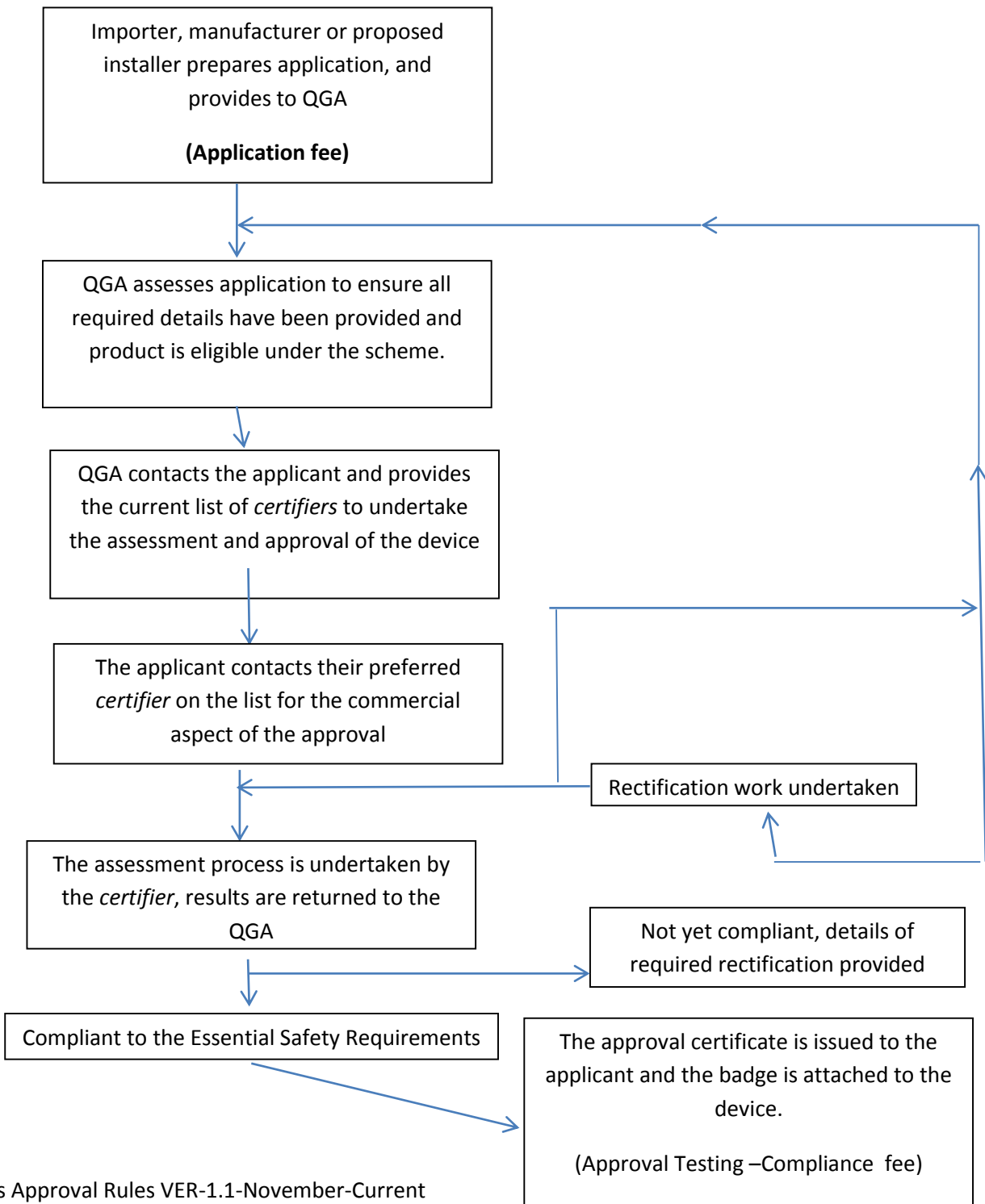
6. THE SAFETY APPROVAL PROCESS

6.1 **Application** – a copy of an application form is provided in Appendix 2.

Individual Type A Gas Device approval applications must be made on the QGA Individual Type A Gas Device Approval Application form, and submitted to the secretary of the QGA for assessment. Applications must be accompanied by an application fee as prescribed on the application form.

The Process

- Application with fees
- Application is assessed and approved
- Checklist is defined



5.2 Assessment – a copy of an approval test sheet is provided in Appendix 3.

The QGA has developed a test regime to ensure all Individual Type A Gas Devices are assessed in line with essential safety requirements for gas equipment as listed in the Code. The test regime is structured as a formal checklist and all test results are recorded or positive comment must be provided.

Details of any non-compliance identified during the approval process must be recorded on the approval checklist. The checklist shall be retained as part of the approval documentation.

- The certifier must ensure, in situations where assessing appliances on location, that the appliance installation complies with the relevant safety requirement;
- The certifier must ensure all tests are undertaken with the appropriate test equipment (as listed in appendix 4) including currency of calibration, details of the equipment used during the approval must be recorded on the test check sheets;
- The certifier must undertake a series of inspections and tests to ensure compliance with the essential safety requirements of appendix 1 of the Code;
- The certifier must record all results on the QGA forms, detailing all inspections, tests and results;
- The certifier must submit a copy of the application, the certificate and the report on the QGA compliance register; and
- If requested by the applicant, the certifier will provide to the applicant the estimated costs of testing prior to any work being undertaken.

The certifier will not undertake assessments where it has been identified the appliance installation will not comply with the applicable safety requirements.

The certifier will notify the applicant where an appliance has failed to be assessed as compliant with the essential safety requirements. The certifier shall record details on the QGA Compliance Register.

The certifier will contact the QGA and in consultation with the QGA Executive, contact and assist the government in situations where it is suspected a potential unsafe situation could arise.

5.3 Approval

Once the assessment of the appliance is complete the certifier must provide the applicant with a copy of the QGA documentation and identify the approval on the appliance.

- The certifier must provide a copy of the report and certificate to the applicant; and
- The certifier must affix a QGA approval plate to the appliance.

The certifier must mark the badge with the following information:

- Certifier number
- Appliance approval number
- Gas safety approved



6. APPROVAL STATUS (Suspension and/or Cancellation)

The Applicant:

- Acknowledges and accepts that, subject to the approval of the Chief Inspector, Petroleum and Gas, a certificate held by the applicant may be suspended or cancelled where it is believed the appliance does not meet the safety requirements for gas devices (type A) and presents a danger to the public.
- Undertakes that it will not market or offer for sale, sell or otherwise dispose of for gain or otherwise any gas appliance for which a certificate has not been suspended or cancelled;
- Will not claim, imply or infer in any way whatsoever that any gas appliance is approved if the Certificate for that appliance has been suspended or cancelled;
- Authorises the QGA to notify regulatory and/or government bodies concerned with public safety of the suspension or cancellation of a certificate if the suspension or cancellation relates either directly or indirectly to public safety;
- Will promptly return to the QGA all Certificates of approval held by the Applicant which have been the subject of cancellation;
- Acknowledges that cancellation of a certificate is irrevocable and that a new Application seeking Safety Approval must be lodged in the event that the applicant seeks re Safety Approval; and
- May in writing by its authorised representative, request the QGA to cancel a Certificate.

The Certifier in collaboration with the QGA:

- Shall advise the Chief Inspector, Petroleum and Gas and obtain approval prior to any cancellation taking place;
- May only suspend any certificate held by the applicant on the grounds that the appliance no longer meets the Safety requirements for individual gas devices (type A) and presents a danger to users and the public.
- Shall take into account any incident data, audit reports and other relevant information in determining the compliance or otherwise with the Safety requirements for gas devices (type A).

7. GENERAL REQUIREMENTS

7.1 Confidentiality

The QGA, its servants, employees, contractors, certifiers and members shall keep confidential the information provided to it by the Applicant. This obligation does not apply to information which is already, or which may appear later, in the public domain, nor does it apply in respect of information which is requested to be produced by the Courts, Tribunals, Police or by any government or regulatory bodies concerned with public safety.

Certifiers that have any conflict of interest (or perceived conflict of interest) with any person or organisation when asked to undertake an approval shall not proceed with the approval. The acceptance of gifts or favours that may be seen to compromise the independence of the assessment should be avoided.

7.2 Notices

The respective addresses of the Applicant and the QGA are the addresses set out on the application, unless a different address is notified in writing to the other party. These addresses will apply for the serving of notices or other communications and which may be effected by personal delivery or by post, and if by post, the date of service shall be deemed to be the day after posting.

7.3 Jurisdiction

These Safety Approval Rules are governed by the laws of the State of Queensland and the parties irrevocably submit to the jurisdiction of the Courts of the State.

7.4 Liability

The certifier is individually responsible for all approvals made and must ensure they hold adequate liability insurance to cover the scope and extend of the approvals undertaken.

- Professional indemnity insurance;
- Public liability insurance; and
- Other applicable insurances.

The Applicant shall forever release the QGA, its directors, employees, servants, agents and non-certifying members and each of them from and forever agrees to indemnify and keep indemnified each of them against all actions, claims, suits, demands, costs and expenses, whether based wholly or partly on the negligence of the QGA, its directors, employees, servants, agents and/or members, in any way arising out of or in connection with the QGA's obligations under these Safety Approval Rules and the Safety Approval process including (but without prejudice to the generality of the foregoing) the following:

- The giving of any assistance and/or advice prior to the time an Application is made.
- The inspection or testing (whether before or after the grant of a Certificate of Compliance) of any Appliance, including the giving of any advice and/or assistance during the testing or inspection process.
- Any advice and/or assistance given in the course of or in conjunction with the testing or inspection of a Sample Product or Production Unit.
- The granting of any certificate.
- The affixing of any Maker's Warranty Badge.
- The installation (in accordance with all applicable Acts and Regulations) of any Appliance bearing a Maker's Warranty Badge.
- The suspension or cancellation of any Certificate or the lifting of a suspension.
- The contacting of government bodies concerned with public safety and discussing with those bodies any matters concerning an Appliance or Certificate.

7.5 Internal and External Audits

The QGA will conduct regular internal and external audits which comprise of the following criteria

Each approval authority will be audited annually:

Checks will include:

- Record keeping
- Calibration register
- Skills matrix and register
- Professional development plan and progress
- Insurance Currency
- Appropriate Test equipment and current calibration
- Sampling of approvals
- Random Site checks of compliance

A structured audit program will be established at the beginning of each financial year.

The auditor will be independent to the certifiers and adequately qualified

External Audits

The QGA management systems will be audited annually by an appointed independent auditor.

- A structured audit program will be established at the beginning of each financial year.
- The audit will cover the compliance of the Certification Rules to the Code Of Practice and the results of the Audit will be relayed to the Technical regulator

8. Register of Documents

- Professional Development register
- Skills maintenance register
- Qualifications- training register
- Master data register on approval members

9. Appendixes

Appendix 1 – Application to be recognised by the QGA as a certifier.

Appendix 2 – Application Individual Type A Gas Device Approval.

Appendix 3 – Individual Type A Gas Device Approval test/sheet certificate

Appendix 4 – Certifiers Test Equipment list.

Appendix 1 – Application to be recognised by the QGA as a certifier.

Document = App-QGA-Cert-member-V1-2015

Draft application

First Name Middle Name Surname

Address

Mobile Phone email address

Qualifications:

Licence # :

Expiry Date:

Experience with gas:

Application to Chief Inspector – Approved/ Not Approved—Pending

Completed P&G assessment: Yes / No

Approved by Chief Inspector-

QGA Membership # _____ Applied for QGA members

Appendix 2 – Application Individual Type A Gas Device Approval.

App-QGA-approval-all-V2-2015

Appendix 3 – Individual Type A Gas Device Approval test/sheet certificate

Approval certificate-Checksheet-V1-common

Base check sheet

Approval certificate-Checksheet-V1-commercial appliances

Commercial catering equipment

Approval certificate-Checksheet-V1-caravans

Appendix 4 – Certifiers Test Equipment list.

- ## Two cell gas analysis meter with printer.
- Boiling top hood. Burner hood.
- Ipad, Iphone or tablet system for photos and Safety Approval processing.
- ## Gas detector
- ## 2 x manometers
- Number drills
- Pressure pumpy
- Digital thermometer with emersion probes/touch temperature probes
- Engraving tool
- Thermal tester
- Hand tools for removal of equipment
- ## Digital Multi Meter
- ## Insulation resistance tester
- ## Clamp Amp meter able to complete leakage current

The following equipment shall be listed on the test certificate – listing

- The model and serial number
- Test date and due date (if applicable)
- Description

The test certificates and details to be made available to the QGA and to be kept on the QGA register.