



Australian Government

SITTVAF010 Fill LPG gas cylinders

Release: 1

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Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to safely fill liquefied petroleum gas (LPG) cylinders up to a maximum of 9kg. It requires sound knowledge of working with volatile and hazardous gas and how to respond to an emergency.

The unit is relevant to holiday parks and resorts and other associated hospitality or retail workplaces that provide LPG cylinder filling services.

It applies to frontline service or supervisory personnel who operate with a level of independence. Work is undertaken according to organisational policies and procedures and relevant legislative requirements.

The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Venue and Facility Operations

Unit Sector

Tourism

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes

1. Implement work health and safety policies and procedures for working with LPG.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1. Implement safe work practices when preparing, undertaking and finalising LPG decanting.
- 1.2. Move LPG cylinders following manual handling procedures.

- 1.3. Carry out first aid in the event of a cold burn.
 - 1.4. Identify, eliminate or control hazards in LPG decanting area as they arise.
 - 1.5. Report and document safety issues, hazards or incidents according to organisational work health and safety (WHS) reporting procedure.
 - 1.6. Explain safe LPG decanting practices and relevant WHS procedures and information to customers and colleagues.
 - 1.7. Participate in LPG WHS consultation processes.
2. Check LPG decanting cylinder for compliance.
 - 2.1. Locate required warning notices and verify they are correct in accordance with legislative requirements.
 - 2.2. Inspect decanting cylinder to confirm it meets safety regulations, standards and statutory requirements.
 - 2.3. Ensure appropriate firefighting equipment is in place and has been tested within the required timeframe.
 - 2.4. Rectify areas of non-compliance or refer to appropriate personnel as required.
3. Prepare for filling of cylinders.
 - 3.1. Locate LPG decanting tool kit and confirm required tools and equipment are available.
 - 3.2. Inspect LPG cylinders to confirm they are safe to fill according to legislative requirements and national standards.
 - 3.3. Explain to customers the specific reason and potential safety risks if cylinder does not comply.
 - 3.4. Retain hazardous cylinders according to organisational policies and procedures as required and offer customer alternative options.
 - 3.5. Drill holes in hazardous LPG cylinder to 'make safe' if customer insists on having it returned.
 - 3.6. Scan decanting area to ensure it is safe to commence decanting process.
 - 3.7. Earth cylinder and discharge body build-up of static electricity.
 - 3.8. Put on required protective equipment.
4. Fill cylinders.
 - 4.1. Place cylinder in an upright position, connect decanting hose and commence filling.
 - 4.2. When cylinder is full safely close bleed valve, remove filling hose and finalise decanting.
 - 4.3. Check cylinder for leaks and empty if required.
 - 4.4. Secure all tools and equipment and lock decanting cylinder.
5. Follow LPG emergency procedures.
 - 5.1. Respond to LPG emergencies according to organisational emergency procedures and call for assistance from colleagues and authorities as required.
 - 5.2. Clean up following emergencies and check all equipment

for damage.

5.3. Repair, replace or re-order damaged equipment as required.

5.4. Complete LPG emergency incident and hazard report.

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

SKILLS	DESCRIPTION
Reading skills to:	interpret unfamiliar and complex materials describing regulatory requirements for LPG safety management and organisational policies and procedures.
Writing skills to:	- prepare reports on hazards, the effectiveness of LPG safe management practices and recommendations for change - create accurate written records according to WHS policy and procedures and regulatory compliance.
Numeracy skills to:	interpret LPG cylinder specifications including measurement information.
Problem-solving skills to:	analyse LPG safety requirements, deficiencies and recommend change.

Unit Mapping Information

Supersedes and is equivalent to SITTVAF005 Fill LPG gas cylinders.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=68c40a93-e51d-4e0f-bc06-899dff092694>