



Government
of South Australia

SafeWork SA

Permit to carry out gas fitting work

Guidance Notes

Table of contents

Legislation and Australian Standards	3
Classes of gas fitting work	3
Minimum age	3
Experience and qualifications	4
Proof of experience and qualifications	4
Photographs	5
Duration of permit	5
Granting of a permit	5
Permit Conditions	5
Certificates of compliance and compliance plates	5
Fitting of installation	6
Repair of installation	6
Obligations	6
Replacement Permit	6
Suspension/revocation	7
Application for review of a decision	7
Lodging an application for a permit	7
Application checklist	8
Further Information	8

A person must not carry out any gas fitting work unless they hold a permit enabling them to carry out the relevant class of gas fitting work.

Legislation and Australian Standards

The permit to carry out gas fitting work is regulated through the:

- Dangerous Substances Act 1979 (the Act)
- Dangerous Substances Regulations 2002 (the Regulations)

Two Australian Standards are also called up in the regulations:

- For LPG: AS/NZS 1425 LP Gas fuel systems for vehicle engines, and
- For CNG: AS/NZS 2739 Natural Gas Fuel Systems for Vehicle Engines.

Classes of gas fitting work

There are six classes of gas fitting:

Class 1	All classes of gas fitting
Class 2	Three installations for approval (a pre-requisite to obtaining a Class 1)
Class 3	Forklifts only: Installation, Maintenance and Repair
Class 4	Maintenance and Repair of Vehicle Gas Equipment
Class 5*	Stationary Engines: Installation, Maintenance and Repair
Class 6	Other situation specific (eg wreckers removing systems) – combination of Installation, Maintenance and Repair

* Work on stationary engines that involves large volume of LPG/CNG may also require a 'Type B' gas licence issued by the Office of the Technical Regulator.

Minimum age

The applicant must be at least 18 years of age.

SafeWork SA may require the applicant to provide evidence of their age.

Experience and qualifications

The applicant must be a fit and proper person to hold a permit. The applicant must be fully qualified as either a:

- motor mechanic
- fitter or turner
- electrical fitter (automotive), or
- any other trade that provides skills equivalent to the skills of a trade referred to above.

The applicant must also have had at least three months experience in the installation or maintenance of equipment supplying LPG or CNG as a fuel to automotive engines.

Additionally:

- Class 2 and 5 applicants must have certificates of training covering installation, maintenance and repair, or a letter from a current Class 1 permit holder detailing training undertaken.
- Class 3 applicants must have certificates of training covering forklift installation, maintenance and repair, or a letter from a current Class 3 permit holder detailing training undertaken.
- Class 4 applicants must have a certificate of training covering maintenance and repair, or a letter from a current Class 1 permit holder detailing training undertaken.
- Class 6 applicants must have a certificate of training covering a combination of installation, maintenance and repair, or a letter from a current Class 1 permit holder detailing training undertaken.

Proof of experience and qualifications

Proof of qualification in a trade is normally supplied in the form of:

- an apprenticeship signed by the appropriate Chairperson as having been completed
- a Certificate of Competency issued by the Industrial and Commercial Training Commission.

If the applicant does not hold formal qualifications as a tradesperson, it may be possible to obtain a Tradesman's Rights Certificate if the applicant possesses significant experience and trade skills. To find out more telephone Trades Recognition Australia on 1300 360 992 (<https://tradesrecognitionaustralia.gov.au>).

Photographs

The applicant must include, for both new applications and renewal applications, one colour passport photograph taken within six months of the application date.

Duration of permit

The permit term is for a period of three years.

An applicant must fully complete, sign and date the application form (see 'Lodging an application for a permit').

Granting of a permit

Before a permit is granted, SafeWork SA must be satisfied that the applicant:

- has the appropriate qualifications and experience
- is a fit and proper person to hold a permit.

SafeWork SA may refuse to grant or renew a permit if not satisfied that the applicant has the appropriate qualifications and experience or is not satisfied that the applicant is a fit and proper person to hold a permit.

If the applicant requires an exemption in regards to their application for any reason, they should contact SafeWork SA prior to making an application.

Permit Conditions

A permit holder must sign their permit upon receipt.

A permit holder must produce their permit to an authorised officer of SafeWork SA on request.

A permit is not transferable.

Any conditions imposed in relation to the permit will be included with the permit. Any further conditions imposed after the issuing of the permit will be notified in writing.

Conditions may be varied or revoked at any time by notice in writing to the permit holder.

Certificates of compliance and compliance plates

Upon the granting of a permit, SafeWork SA may issue certificates of compliance (book of 25 in triplicate) and compliance plates to a permit holder.

Fitting of installation

A permit holder involved in the fitting of an installation, or the supervision of a person involved in the fitting of an installation must ensure that a final inspection and test of the installation are undertaken. If satisfactory, the permit holder must:

- complete a certificate of compliance
- give a copy of the certificate to the owner of the vehicle or a person authorised by the owner to collect the certificate, and
- stamp the required particulars in the spaces provided on the compliance plate, and
- securely attach the compliance plate to the vehicle in a conspicuous position adjacent to the LPG or CNG cylinder or storage tank of the installation.

Repair of installation

A permit holder involved in the repair of an installation, or the supervision of a person involved in the repair of an installation must ensure that an inspection and test are undertaken. If satisfactory, the permit holder must:

- complete a certificate of compliance
- give a copy of the certificate to the owner of the installation or any person authorised by the owner to collect the certificate.

Obligations

A permit holder must not give a certificate of compliance unless satisfied that the work undertaken, including the installation and all associated equipment and fittings, complies with the relevant Australian Standard.

If a certificate of compliance is given for fitting or repair of an installation, the permit holder must:

- keep a copy of the certificate for at least five years, and
- post a copy of the certificate to SafeWork SA within thirty (30) days of completion of the work.

Replacement Permit

If a permit has been defaced, destroyed, lost or stolen, you can lodge an application for a replacement. An application fee is payable.

Proof to the satisfaction of SafeWork SA may be required before a replacement permit is granted.

Suspension/revocation

A permit may be suspended or revoked if SafeWork SA is satisfied that:

- the grant or renewal of the permit has been obtained improperly, or
- the holder of the permit has contravened or failed to comply with the Act or the Regulations, or
- the holder of the permit has contravened or failed to comply with a condition imposed in relation to the permit.

Application for review of a decision

An appeal may be made by a person directly affected by a decision of SafeWork SA relating to a permit to the Administrative and Disciplinary Division of the District Court.

The appeal must be lodged within one month of the decision being appealed against.

Lodging an application for a permit

1. Complete the application form available from the SafeWork SA website (safework.sa.gov.au)
2. Send your completed application form to SafeWork SA either by email or post, making sure you attach all relevant supporting documentation required under 'Experience and Qualification'.
 - Email: licensing.safework@sa.gov.au
 - Post: SafeWork SA, Licensing Unit, GPO Box 465, Adelaide, SA, 5001

If you do not provide all required documentation, your application will be returned to you unprocessed.

3. Include the applicable application fee. The [SafeWork SA website](#) has a list of the current fees.

Application checklist

- Applicant is at least 18 years of age.
- The application form is complete including a signature in the declaration.
- One recent (within last 6 months) colour passport photograph is enclosed.
- A copy of the applicant's Driver's Licence is enclosed. The copy is to clearly show both sides of The Driver's Licence and display the same address as that on the application.
- A proof of trade qualification is enclosed. Refer to 'Experience and Qualifications'.
- Proof of CNG or LPG experience or training for the appropriate class of permit is enclosed. Refer to 'Experience and Qualifications'.
- A certificate in the applicant's name confirming they have completed an approved training course is enclosed. The certificate must be issued by the person who conducted the course.
- The application is accompanied by the current fee.

Further Information

For further information and assistance to complete the forms please contact SafeWork SA:

Visit: safework.sa.gov.au

Call: 1300 365 255

Email: licensing.safework@sa.gov.au.