

Gas Safety Checklist – Road Vehicles/Trailers

NCASS has produced the following LPG advice, guidance and checklists based upon consultation with LPG certified Gas Safe Registered engineers. It follows the guidance given in CoP 24 (UKLPG Code of Practice 24 Part 3 – Use of LPG for Commercial Catering Events, Street Food and Mobile Catering) and is considered best practice.

If members wish to make alternative arrangements, it is strongly recommended that they consult an LPG certified Gas Safe Registered engineer to ensure that safety can be maintained.

This checklist provides a tool that will comprehensively assess the safety of LPG use for powering single or multiple pieces of equipment in a mobile vehicle/trailer.

The full checklist should be completed before the beginning of the trading season, or annually if operating throughout the year.

To ensure that the completed document is readily accessible NCASS recommends that the checklist included in the Daily Diary be completed. Or completing the corresponding checks within the Digital Safety Management System.

Completing the checklist

To complete the checklist the FBO or Responsible Person should:

- Complete the business details, then go through the checklist and fill in YES, N/A or NO for each question in the case of a

NO, details of the actions taken to keep systems safe should be included

An answer of NO could mean that the system/operation does not comply with the law and might cause serious harm, specialist advice from an LPG Certified Gas Safe Registered engineer should be sought to ensure that safety can be maintained.

- Where faults are found, details should be noted in the Issues section of the Daily Record (within the Daily Diary) or the 'Actions' tab of the Digital Safety Management System together with details of the actions taken to maintain safety.
- On satisfactory completion the checklist will need to be signed off and dated by a competent person

This is a checklist, not Gas Certification. All commercial catering LPG equipment & installations must be routinely checked, serviced and certified by an LPG certified Gas Safe registered engineer. For more information please refer to Section 29: Gas Safety within the Compliance Manual.

Using the checklist

Provided that the system, equipment, supply, transportation or storage (or any other major factor) does not change and no safety incidents occur, a full assessment will only be required annually. However if there are changes or a safety incident, a gas leak or a near miss incident occur then the assessment should be urgently reviewed and the necessary amendments made.

As a minimum, the opening, connection and closing procedures will need to be checked on every occasion that LPG is used within vehicles or trailers.

Once these have been satisfactorily completed, the FBO/Responsible Person should confirm this by ticking the greyed out tick box alongside the comment “LPG safety checks complete,” on the left hand side of the Daily Record within the Daily Diary or completing the corresponding checks within the Digital Safety Management System.

Any faults should be recorded in the Issues section of the Daily Record, together with remedial action taken.

If or when changes to the gas setup and or equipment used occur, the checklist should be reviewed and amended as necessary.



Scan the QR code or visit ncass.org.uk/safetymanagementsystem for additional resources.

Business Name: _____

Type of trading unit e.g. mobile vehicle _____

Unit Name: _____

Date: _____

Initial equipment checks – Are the following available?	Yes/NA	No - comments/actions taken
Emergency contact details for gas supplier (Calor, FloGas etc.)		
Emergency contact for event (Fire Marshall, EHO, Organiser etc.)		
Emergency procedures and/or RAMS present (A copy of the emergency procedure onsite)		
Essential Tools for Safety Propane Spanner Adjustable spanners or socket set (essential for on-site maintenance) Safety goggles Gloves Leak Detection Fluid (LDF) Water spray and cleaning cloth/blue roll etc. (To clean LDF after safety checks).		
Fire Blanket (Essential aid in case of fire - fryer requirement)		
Fire extinguisher for type of appliance/fuel (Essential aid in case of fire - generic)		

Initial equipment checks – Are the following available?	Yes/NA	No - comments/actions taken
Current gas safe certificate (Must be in date)		
Safe use of LPG information (e.g. risk assessment, labelling and signage)		
Staff LPG Gas Safety Trained? (Are all staff handling LPG, trained in gas safety?)		

Is the following equipment available and in good condition?	Yes/NA	No - comments/actions taken
Cylinder cage/compartments door (keys) (Keys should be available in the event of an emergency)		
Gas warning plaques and safety signs (Clearly worded "LPG Highly Flammable/No Smoking")		
Gas supply rig/regulator/manifold/pigtails (Cracked/broken casing, POL thread clean?)		
Cylinder restraints/straps (Attached and in good condition. Chains are an unsuitable method of preventing the cylinders from moving during transit.)		
Gas supply pipework (Observe dents, cuts, cracks)		
All appliances have up to date certification and have been serviced in accordance with manufacturer's instructions. All appliances have relevant user instruction manual to hand.		
Are all cooking equipment and appliances available and in good condition?		

Interior Inspection	Yes/NA	No - comments/actions taken
<p>Cylinder(s) stored and secured in an upright position (Straps shall be used to secure cylinder movement during transit)</p>		
<p>Cylinder(s) are in an OFF position with spares capped/bunged as necessary (Essential check prior to embarking on any journey)</p>		
<p>Appliance(s) installed securely or demounted and stored accordingly (Secured to avoid structural damage to pipework, or stored to avoid damage in transit)</p>		
<p>Liquids and chemicals secured and stored in correct types of containers. Corrosive materials must be sited 3m away from the cylinder(s). (COSHH cupboards/lockers with suitable restraints, foods/liquids secured and stored correctly)</p>		
<p>Loose items strapped or secured during transit to avoid potential damage to appliances and pipework (Flying and moving objects in some vehicles may also pose distractions and possible injury)</p>		
<p>Additional support equipment stored during transit secured and restrained (If frames/stairs/boards are transported in the units, make sure they are affixed securely)</p>		
<p>Cylinders easily accessible in an emergency from a door located outside only of the catering unit. (The Emergency Control Valve (ECV) should be accessible and operable in case of an emergency and consideration made to install an Additional Emergency Control Valve (AECV) on the interior of the catering unit).</p>		
<p>Cylinders are sited a minimum of 1m (horizontally) from an ignitable source or something that could become an ignitable source. (An Over Pressure Shut Off (OPSO) regulator shall be installed irrespective of the number of cylinders present.. Ref BS EN1949, BS6891.)</p>		
<p>All connections, pipework and fittings have been checked for leaks with Leak Detection Fluid.</p>		

Interior Inspection	Yes/NA	No - comments/actions taken
<p>Cylinder compartment is suitably ventilated to the open air at high and low levels. (If high level ventilation is not present then the low level ventilation must be present and at least 2% of the cubic capacity of the compartment).</p>		
<p>Cylinder housing is suitably fire blocked and sealed from the catering unit (Annular space should be fire blocked)</p>		
<p>Cylinder housing base is fabricated from suitable materials and structurally sound (OSB Board or ply board are not suitable materials and are susceptible to external environments)</p>		

Appliances	Yes/NA	No - comments/actions taken
<p>Appliances have flame failure devices on every burner (Appliances used in commercial mobile catering should have flame failure devices)</p>		
<p>All gas appliances have a CE, UKCA or UKNI data plaque or mark</p>		
<p>Appliances are fixed, rigid and permanent or have the facility to be removed when in transit (Should be stable and secure to avoid potential damage to connected pipework)</p>		
<p>Appliances are securely installed to prevent movement during cooking/service (Should be secure to avoid potential spills)</p>		
<p>Appliances are sited in relation to other appliances as per manufacturer's instructions (Minimum distance to combustibles, suitable location etc.)</p>		
<p>Appliances that are mounted at the serving hatch are suitably protected from public interaction (Gas appliances will become hot to the touch so preventative measures should be taken)</p>		

Appliances	Yes/NA	No - comments/actions taken
Appliances are connected to a fixed rigid gas supply and hard piped accordingly		
The pipework has an additional ECV at the entry point of the gas supply (Where the conveyance enters the unit an Additional Emergency Control Valve (AECV) should be installed to expedite safe isolation should the need arise in an emergency)		
Appliances are not sited on benches or worktops made from combustible materials without a suitable fire/heat resistant material or fire block in place		
Appliances are commercial grade (Domestic appliances or camping equipment are not designed to be used in a commercial setting/ environment. Where necessary a suitable risk assessment by a competent Gas Safe Registered LPG engineer can be applied based on the intensity of use and potential condition. Some appliances used in this environment may be used less than their intended design.)		
Appliances are not designed for "outdoor use only"		

Setting up Open and Close	Yes/ NA	No - comments/actions taken
Will the open and close procedure be followed at each time of trading? (Simple step by step guide ensuring safe working practice)		

Open and close procedure

- Appliances are off, the AECV is in an off position, and the ECV is in an off position
- Cylinders sited safely and securely and are in an off position

Connecting the gas

1. Ensure the cylinder valves are in an off position
2. Double check all gas lever valves or cocks are in an off position
3. Apply a good amount of Leak Detection Fluid (LDF) to ALL visible joints on entire installation including POL nut to cylinder valve, any gas connection, and the connection to appliances
4. Whilst observing the POL to cylinder connection, gently open the valve and make sure the connection is gas tight, bubbles will activate if a leak is apparent (they will dissipate if gas tight). If bubbles form, retighten the connection using a little more force and apply more LDF and repeat last step. Ensure there are no bubbles before leaving the cylinder valve in an open position, remember **BUBBLES MEANS TROUBLES**
5. Once it is confirmed there are no activating bubbles, open the valve fully and turn back a half turn (to prevent locking in an open position)
6. Once each section (quarter turn acting valve to isolation valves, isolation valves to appliances etc.) is checked and free from forming bubbles, it is safe to proceed
7. Clean off LDF with clean water and a cloth/blue roll
8. Open all hatches
9. Ensure all low level vents are free and clear from obstructions
10. It is now safe to proceed to light the appliances
- 11.

Shutting down the gas

1. Leave the appliance at the end of the line in an on position (if lit DO NOT leave unattended)
2. Close down the cylinder(s) and ensure they are closed tight
3. Wait until the appliance extinguishes
4. Close all isolation valves in readiness for the opening procedure next time
5. Allow any oil/fat to cool before decanting into the transport vessel

Signed _____
Position _____
Date _____