



Gasfitting Supervision Guidelines

Scope

This guideline is to provide information and guidance on the requirements for gas fitters that are responsible for supervising an apprentice and or supervising a person who is undertaking gasfitting work under supervision pursuant to the Gas Standards (Gasfitting and Consumer Gas Installations) Regulations 1999.

In Western Australia, the *Gas Standards Act 1972* stipulates that gasfitting work may only be carried out by persons who hold the appropriate Certificate of Competency, Gasfitting Permit or a Gas Authorisation, issued by the Director of Energy Safety authorising them to do or to supervise gasfitting work.

Only persons registered with Building and Energy as a gas fitter are authorised to supervise a person carrying out gasfitting work and are only permitted to supervise gasfitting work within the scope of the permit or authorisation issued.

Definitions

Gasfitting work: an operation, work or process in connection with the installation, removal, demolition, replacement, alteration, maintenance or repair of a gas installation pursuant to the Gas Standards (Gasfitting and Consumer Gas Installations) Regulations 1999 (GSR 1999).

For the purposes of section 13A(2) of the *Gas Standards Act 1972*, doing or supervising any gasfitting work is of the nature of gasfitting.

Supervising gas fitter: in relation to supervising gasfitting work, means a person who is registered as the holder of a Certificate of Competency, a Gasfitting Permit or a Gas Authorisation, issued by the Director of Energy Safety, authorising them **to do or to supervise gasfitting work**.

Supervised gas fitter: a person who is registered as the holder of a Gasfitting Permit or a Gas Authorisation, issued by the Director of Energy Safety, **authorising them to do gasfitting work under supervision**.

This may be a person who is being supervised as part of on or off-the-job training and or assessment or a person completing work for an employer, where the employer takes responsibility for the work.

Responsibilities of the supervising gas fitter

A supervising gas fitter must ensure that the supervised gas fitter complies with the requirements of the Gas Standards (Gasfitting and Consumer Gas Installations) Regulations 1999, and that the work done by the supervised gas fitter is work that the supervising gas fitter is authorised to supervise.

Supervision requirements

Strict conditions apply to supervising and supervised gas fitters.

Gas fitters must obtain a Gasfitting Permit from Building and Energy to work under supervision, prior to carrying out any gasfitting work.

The supervised gas fitter is only permitted to carry out gasfitting work for which they and their supervisor are licensed to perform. It is the supervising gas fitter's responsibility to ensure that the supervised gas fitter works in a safe manner and to ensure that every part of the gas installation on which the work was done or that is affected by the work complies with the regulations.

It is also the supervising gas fitter's responsibility to ensure that the work carried out by the supervised gas fitter is completed to a trade finish and that the installation and or appliance/s are left safe to use.

Any gasfitting work carried out by the supervised gas fitter remains the responsibility of the supervising gas fitter and it is their responsibility to determine the level of supervision required.

The level of supervision required is dependent on the training the supervised gas fitter has undertaken and the level of practical gasfitting work completed previously.

The supervising gas fitter is required to make a conscious appraisal of the technical knowledge and practical skills of the person being supervised and only when the individual being supervised is performing consistently at the required level and to the standard of performance required in the workplace, can a decision be made regarding a lower level of supervision.

Supervised gas fitters are not permitted to submit Notices of Completion (NOC) or affix service stickers and compliance badges on completion of gasfitting work; however they are permitted to submit eNotice drafts for approval by the supervising gas fitter.

Supervision practice

The goal of supervision should be to progressively diminish from direct to broad as the level of competency increases, with the exception on conducting activities such as commissioning and leaving the appliance (or installation) available for use.

The supervising gas fitter must check that the work was carried out in a safe manner, the installation complies with legislative requirements, is safe to use and the work is completed to a trade finish.

The supervising gas fitter is then responsible for submitting the Notice of Completion and fitting of the compliance badge or service sticker (or servicing log book) as appropriate.

It is unacceptable for a supervising gas fitter to direct a person to undertake a task unlawfully or to allow that person to work without the required level of supervision.

Direct supervision

Direct supervision means that the gas fitter is to work with the person being supervised, constantly reviewing the work practices and standard of the work. The supervising gas fitter shall be readily available in the immediate area, within audible range (earshot) and, where possible, within visual contact of the person under supervision. Where there is a risk of an uncontrolled escape of gas or incident involving gas, the supervising gas fitter is to be next to the supervised gas fitter during the task.

General supervision

General supervision means the supervised person does not require constant attendance of the onsite supervising gas fitter, but requires periodic face-to-face contact onsite during the day.

As part of general supervision, the supervising gas fitter shall provide the supervised gas fitter with instruction and direction for the tasks being performed, with progressive checks and tests being made during the work being undertaken.

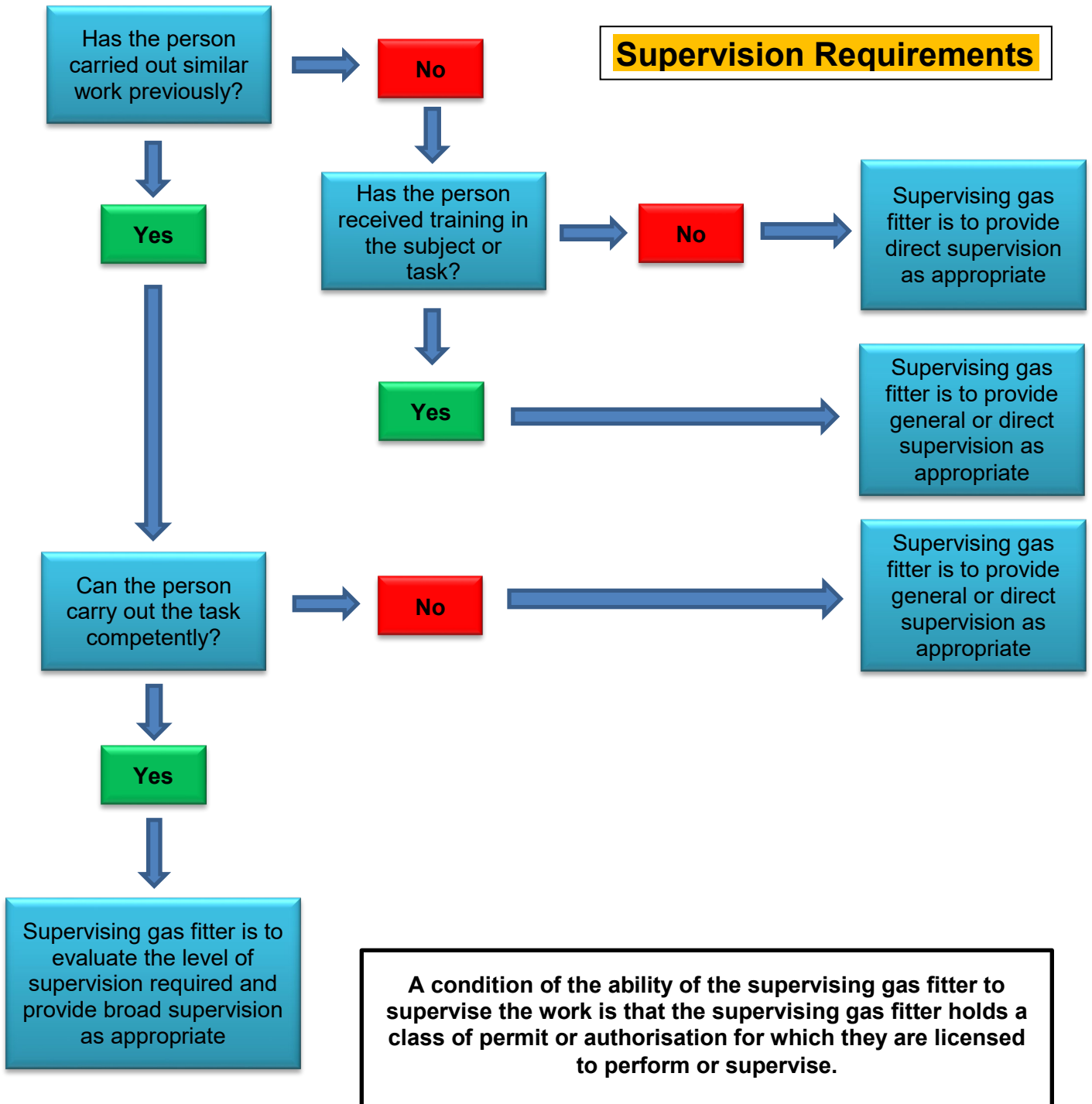
A requirement of General Supervision is that the supervised gas fitter has successfully completed training and practice in the subject or area of work being undertaken prior to being left to complete the task without direct supervision.

Broad supervision

Broad supervision means the person being supervised does not require constant attendance of the onsite supervising gas fitter; however, there must be contact with the supervising gas fitter to check on the work being carried out under supervision.

As part of broad supervision, the supervising gas fitter shall provide the person under supervision with instruction and direction for the tasks being performed, with checks and tests being made to ensure the installation (or appliance) is gas tight and safe to use prior to the installation being commissioned or leaving the appliance or installation available for use.

A requirement of broad supervision is that the person being supervised has successfully completed training and practice in the subject or area of work being undertaken, has completed similar tasks of this nature previously and be able to perform consistently at the required level and to the standard of performance required in the workplace.



Further information

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