

# **Queensland gas work authorisation requirements**

**Petroleum and Gas Inspectorate**

**Version 4**

**1 September 2018**

**Table: Document history**

Version number	Date of publication	Date of effect	Key changes
V1	31 October 2014	31 October 2014	
V2	19 December 2014	19 December 2014	N/A (changes were gas work licence related)
V3	15 September 2016	15 September 2016	Gas work licence and authorisation requirements split into separate documents, various competencies updated, small Automotive Workshop Compliance Policy and sample certificates removed (available online)
V4	1 September 2018	1 September 2018	Revised to align with the commencement of Petroleum and Gas (Safety) Regulation 2018

This publication has been compiled by the Licensing and Authorisation Unit, Petroleum and Gas Inspectorate, Resources Safety and Health, Department of Natural Resources, Mines and Energy. For enquiries, please email [gaslicence@dnrme.qld.gov.au](mailto:gaslicence@dnrme.qld.gov.au).  
© State of Queensland, 2018

The Queensland Government supports and encourages the dissemination and exchange of its information. The copyright in this publication is licensed under a Creative Commons Attribution 4.0 International (CC BY 4.0) licence.

Under this licence you are free, without having to seek our permission, to use this publication in accordance with the licence terms.



You must keep intact the copyright notice and attribute the State of Queensland as the source of the publication.

Note: Some content in this publication may have different licence terms as indicated.

For more information on this licence, visit <https://creativecommons.org/licenses/by/4.0/>.

The information contained herein is subject to change without notice. The Queensland Government shall not be liable for technical or other errors or omissions contained herein. The reader/user accepts all risks and responsibility for losses, damages, costs and other consequences resulting directly or indirectly from using this information.

## Table of contents

<b>1</b>	<b>Summary .....</b>	<b>2</b>
<b>2</b>	<b>Introduction.....</b>	<b>2</b>
<b>3</b>	<b>Who may apply .....</b>	<b>2</b>
3.1	Qualifications and experience .....	3
3.2	Suitability .....	3
3.3	Limits and conditions.....	3
3.4	Term of gas work authorisation .....	4
<b>4</b>	<b>Gas work authorisation requirements .....</b>	<b>4</b>
4.1	Applying for gas work authorisation (industrial appliances) .....	4
4.2	Applying for a gas work authorisation (servicing).....	5
4.3	Applying gas work authorisation (motor fuel) .....	6
4.4	Applying for a gas work authorisation (major project).....	7
<b>5</b>	<b>Administrative requirements.....</b>	<b>8</b>
5.1	Supporting documents .....	8
5.1.1	Certified copies .....	8
5.1.2	Practical experience form .....	8

# 1 Summary

The *Petroleum and Gas (Production and Safety) Act 2004* (P&G Act), requires that individuals or corporations carrying out gas work in relation to a gas device (type B) for which a gas work authorisation has been issued must hold an authorisation (or act under a holder's authority) and ensure the work complies with the authorisation.

A gas work authorisation will only be issued to people who can adequately demonstrate that they have the qualifications or experience to hold the gas work authorisation applied for.

The Petroleum and Gas (Safety) Regulation 2018 (P&G Regulation) prescribes the qualifications or experience required under the P&G Act, and the Queensland gas work authorisation requirements sets out the specific requirements for applicants.

The Authorisation requirements will be regularly updated as training courses are amended and authorisation eligibility requirements change. This version is current from the date of effect until superseded or revoked.

## 2 Introduction

The *Petroleum and Gas (Production and Safety) Act 2004* (P&G Act) prescribes gas work as installing, removing, altering, repairing, servicing, testing and certifying the gas system of a gas device.

A gas device (type B) is a device, or system of devices, other than a gas device (type A), that is used or designed or intended for use (using fuel gas) for the production of heat, light or power, for refrigeration, or as a propellant.

The P&G Act requires that an individual or a corporation carrying out gas work in relation to gas devices (type B) must hold a current gas work authorisation that allows the person to carry out work.

A gas work authorisation will only be issued to individuals or corporations<sup>1</sup> who can adequately demonstrate the required qualifications and experience to hold the gas work authorisation applied for, and who can adequately demonstrate they are a suitable person to hold the gas work authorisation.

The Petroleum and Gas (Safety) Regulation 2018 (P&G Regulation) prescribes the types of gas work authorisations, what gas work each type of authorisation authorises, and the applicable qualifications or experience required to hold each type of authorisation under the P&G Act. The Authorisation requirements provide further information on the necessary qualifications or experience, and sets out specific requirements for applicants.

All gas work authorisation applications must be made in the approved form and accompanied by the fee prescribed in the P&G Regulation. The fees are detailed on the relevant application form and are subject to change each financial year. The application fee is non-refundable.

Please note that the Chief Inspector (or delegate) does not pre-assess applications.

To apply or enquire, visit us online at [www.business.qld.gov.au](http://www.business.qld.gov.au).

## 3 Who may apply

An individual or corporation may apply for a gas work authorisation to carry out gas work in relation to a gas device (type B), other than a fuel gas refrigeration device.

---

<sup>1</sup> For a corporation, each person who is to undertake gas work under the authorisation must be able to adequately demonstrate that they have the qualifications or experience to undertake the proposed work.

The Chief Inspector (or delegate) must decide to grant or refuse the application. Section 728(C)(2) of the P&G Act requires that an application must be refused if the applicant:

- a) does not have the qualifications or experience prescribed under a regulation for the type of gas work authorisation applied for; or
- b) is not a suitable person to hold the gas work authorisation.

### **3.1 Qualifications and experience**

The P&G Act requires that the applicant or individual must have the qualifications and experience for the gas work authorisation applied for.

The P&G Regulation prescribes the applicable qualifications or experience required to hold each type of authorisation under the P&G Act.

The Authorisation requirements list the qualifications (and/or units of competency) or experience required for each type of gas work authorisation. The requirements for each type of gas work authorisation, and any administrative requirements, are set out in the sections below.

### **3.2 Suitability**

In deciding whether the applicant is a suitable person to hold the gas work authorisation, the Chief Inspector (or delegate) may have regard to the following:

- a) whether the applicant has been convicted of an indictable offence<sup>2</sup>
- b) whether the applicant has been convicted of an offence against the repealed *Gas Act 1965* or the P&G Act
- c) any disability or medical condition the applicant has that could put the applicant or the public at risk; or
- d) any other issue relevant to the applicant's suitability to hold the gas work authorisation.

An applicant must disclose all relevant suitability information in the application form. Convictions typically need to be disclosed for period of 10 years from the date the conviction is recorded. Refer to the *Criminal Law (Rehabilitation of Offenders) Act 1986* for further information.

### **3.3 Limits and conditions**

If the Chief Inspector (or delegate) decides to grant the application, the Chief Inspector (or delegate) may:

- a) limit the gas work authorisation to a stated type of gas work; or
- b) impose conditions on the gas work authorisation.

The applicant will be given an information notice if the Chief Inspector (or delegate) decides to:

- a) refuse the application; or
- b) impose a condition on, or to limit, the gas work authorisation, other than a condition or limitation agreed to, or requested by, the applicant.

If a gas work authorisation holder seeks to change a limit or condition a new application is required. Any changes must be approved before carrying out new gas work. For minor variations (e.g.

---

<sup>2</sup> An indictable offence is a crime or misdemeanour, as defined in the *Criminal Code Act 1899*.

adding a mobile workshop), please contact the Licensing and Authorisation Unit.

### 3.4 Term of gas work authorisation

A gas work authorisation will be issued for a stated term of up to three years unless cancelled, suspended or surrendered under the P&G Act.

## 4 Gas work authorisation requirements

The following sub-sections specify the requirements for each type of gas work authorisation application.

### 4.1 Applying for gas work authorisation (industrial appliances)

A gas work authorisation (industrial appliances) authorises the holder, or a person acting under the holder's authority, to carry out gas work in relation to the gas system of a gas device (type B), as stated in the authorisation.

Applicants applying for a gas work authorisation (industrial appliances) must:

- a) have completed the units of competency outlined in Table 1 and provide a certified copy of a certificate/statement of attainment for the relevant unit of competency for any person who will be carrying out gas work under the gas work authorisation
- b) have experience relevant to the gas work authorisation applied for and provide an experience log for any person who will be carrying out gas work under the gas work authorisation
- c) state the proposed type of gas work and the industrial appliance, or group of industrial appliances, or gas system of gas device (type B) for which the authorisation is sought
- d) provide the full name of any person who will be carrying out gas work under the gas work authorisation; and
- e) provide a signed letter from the chief executive officer (CEO) stating who is authorised to act on behalf of the company in relation to the gas work authorisation (for a corporations only).

**Table 1. Units of competency for gas work authorisation (industrial appliances).**

Unit code	Unit title
CPCPGS4023B	Install, commission and service Type B gas appliances

Applicants with limited prior experience will be issued a gas work authorisation (industrial appliances) conditioned to only allow gas work to be carried out on gas devices with a capacity of up to 1 GJ/hr.

If a gas work authorisation holder seeks to change a limit or condition (e.g. increase in scope or applied condition), a new application is required demonstrating sufficient experience<sup>3</sup> to justify the change.

<sup>3</sup> A practical experience form should be used to demonstrate experience.

## 4.2 Applying for a gas work authorisation (servicing)

A gas work authorisation (servicing) authorises the holder, or a person acting under the holder's authority, to service, repair and test a gas device (type B), or a group of gas devices (type B), as stated in the authorisation.

It does not include installing, removing, altering or certifying a gas system in relation to a gas device (type B). For example, carrying out gas work that changes the design, layout or operating parameters of a gas system. It also does not include gas work authorised under a gas work authorisation (motor fuel).

Applicants applying for a gas work authorisation (servicing) must:

- a) have completed the unit of competency outlined in Table 2 and provide a certified copy of a certificate/statement of attainment for the relevant unit of competency for any person who will be carrying out gas work under the gas work authorisation
- b) have experience relevant to the gas work authorisation applied for and provide an experience log for any person who will be carrying out gas work under the gas work authorisation
- c) state the proposed type of gas work, gas device (type B), or group of gas devices (type B) for which the authorisation is sought
- d) provide the full name of any person who will be carrying out gas work under the gas work authorisation; and
- e) provide a signed letter from the CEO stating who is authorised to act on behalf of the company in relation to the gas work authorisation (for a corporations only).

**Table 2. Units of competency for gas work authorisation (servicing).**

Unit code	Unit title
CPCPGS4023B	Install, commission and service Type B gas appliances

Applicants with limited prior experience will be issued a gas work authorisation (servicing) conditioned to only allow gas work to be carried out on gas devices with a capacity of up to 1 GJ/hr.

If a gas work authorisation holder seeks to change a limit or condition (e.g. increase in scope or applied condition), a new application is required demonstrating sufficient experience<sup>4</sup> to justify the change.

---

<sup>4</sup> A practical experience form should be used to demonstrate experience.

### 4.3 Applying gas work authorisation (motor fuel)

A gas work authorisation (motor fuel) authorises the holder, or a person acting under the holder's authority, to carry out gas work, as stated in the authorisation, in relation to a gas system that supplies fuel to:

- a) the engine of a vehicle or vessel; or
- b) a stationary engine capable of consuming fuel gas at a rate of 5GJ/hr or less.

Applicants applying for a gas work authorisation (motor fuel) must:

- a) For gas work in relation to a gas system that supplies fuel to the engine of a vehicle or vessel:
  - i. have completed the required units of competency for the scope of the authorisation applied for listed in Table 3; or
  - ii. have previously held a Queensland Gas Motor Fuel Installers Licence.
- b) For gas work in relation to a gas system that supplies fuel to a stationary engine:
  - i. Have completed the required units of competency for the scope of the authorisation applied for listed in Table 3; and
  - ii. Have completed the units of competency listed in Table 4.
- c) provide a certified copy of a certificate/statement of attainment for the relevant units of competency for any person who will be carrying out gas work under the gas work authorisation
- d) have experience relevant to the gas work authorisation applied for and provide an experience log for any person who will be carrying out gas work under the gas work authorisation
- e) state the proposed type of gas work for which the authorisation is sought
- f) provide the full name of any person who will be carrying out gas work under the gas work authorisation; and
- g) provide a signed letter from the CEO stating who is authorised to act on behalf of the company in relation to the gas work authorisation (for a corporations only).

**Table 3. Units of competency for gas work authorisation (motor fuel) – motor fuel.**

Unit code	Unit title
AURTTL009	Install LPG fuel systems
AURTTL008	Diagnose and repair LPG fuel systems
AURTTL007	Inspect and service LPG fuel systems
and/or	
AURTTL003	Install CNG fuel systems
AURTTL002	Diagnose and repair CNG fuel systems
AURTTL001	Inspect and service CNG fuel systems
and/or	
AURTTL006	Install LNG fuel systems
AURTTL005	Diagnose and repair LNG fuel systems
AURTTL004	Inspect and service LNG fuel systems



**Table 4. Units of competency for gas work authorisation (motor fuel) – stationary engines.**

Unit code	Unit title
UEPMNT367A	Install and commission stationary gas fuelled reciprocating engines
UEPMNT368A	Repair and maintain stationary gas fuelled reciprocating engines

Applicants with limited prior experience will be issued a gas work authorisation (motor fuel) conditioned to only allow gas work to be carried out on gas devices with a capacity of up to 1 GJ/hr.

If a gas work authorisation holder seeks to change a limit or condition (e.g. increase in scope or applied condition), a new application is required demonstrating sufficient experience<sup>5</sup> to justify the change.

#### **4.4 Applying for a gas work authorisation (major project)**

A gas work authorisation (major project) authorises the holder, or a person acting under the holder's authority, to carry out gas work for a major project.

For this section, major project means the development and construction of an operating plant, or part of a plant, if the total gas capacity of the devices at the plant, or the part of the plant, is 50GJ/hr or more.

Applicants applying for a gas work authorisation (major project) must:

- a) contact the Licensing and Authorisation Unit to discuss the major project with an inspector before making an application
- b) have, or engage other persons with, qualifications and experience in gas work related to the major project
- c) provide a certified copy of a certificate/statement of attainment for the relevant qualifications/units of competency for any person who will be carrying out gas work under the gas work authorisation
- d) provide an experience log for any person who will be carrying out gas work under the gas work authorisation
- e) provide a signed letter from the CEO stating who is authorised to act on behalf of the company in relation to the gas work authorisation (for a corporations only)
- f) provide the full name of any person who will be carrying out gas work under the gas work authorisation; and
- g) provide a major project proposal including, but not limited to:
  - i. an overview of the major project
  - ii. the anticipated duration of the major project
  - iii. the scope of work for which the authorisation is sought
  - iv. the details of all gas systems and devices (including design and specifications)
  - v. how the gas system was designed, by whom, and certification that the design complies with the relevant requirements of the P&G Act

---

<sup>5</sup> A practical experience form should be used to demonstrate experience.

- vi. the minimum qualifications and experience required for gas work related to the major project
- vii. the safety management system for the major project
- viii. where contractors are being used, the relationship between the authorisation holder and the contractors and how contractors are managed
- ix. the process for commissioning the gas systems and devices
- x. the Approving Authority (type B - class M) who will provide the Type B Gas Device Approval certificate for the major project.

## 5 Administrative requirements

The following administrative requirements apply to all gas work authorisation applications.

### 5.1 Supporting documents

Supporting documents include, but are not limited to:

- apprenticeship trade certificate
- completion certificate of qualification
- statements of attainment for units of competency
- statement of attendance for skills assessment
- practical experience form
- other trade licences
- driver's licence (or equivalent)
- passport photograph.

#### 5.1.1 Certified copies

Applicants must provide certified copies of any supporting documents provided with their application.

A certified copy is a copy (often a photocopy) of a primary document that has on it an endorsement or certificate that it is a true copy of the primary document. It does not certify that the primary document is genuine, only that it is a true copy of the primary document.

The Chief Inspector (or delegate) requires copies of primary documents to be certified by a:

- Justice of the Peace (JP); or
- Commissioner for Declarations (Cdec).

#### 5.1.2 Practical experience form

If required, the [practical experience form](http://www.business.qld.gov.au) can be downloaded from [www.business.qld.gov.au](http://www.business.qld.gov.au)