

# **Queensland Gas Work Licence and Gas Work Authorisation Requirements**

Part A

## **Queensland Gas Work Licence Requirements**

Version 4.2, 22 March 2018

This publication has been compiled by Licensing and Authorisation Unit, Petroleum and Gas Inspectorate, Resources Safety and Health, Department of Natural Resources, Mines and Energy.

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## Summary

The *Petroleum and Gas (Production and Safety) Act 2004* (the Act), requires that individuals carrying out gas work in relation to gas devices (type A) and/or a fuel gas refrigeration device must hold a current Gas Work Licence that allows the person to carry out work.

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

The *Petroleum and Gas (Production and Safety) Regulation 2004* (the Regulation) prescribes the qualifications and experience required and the Queensland Gas Work Licence and Gas Work Authorisation Requirements, Part A, Queensland Gas Work Licence Requirements (version 4.1) (this document) sets out the specific requirements for applicants.

This document will be regularly updated as training courses are amended and requirements change. It is current from the date of approval until superseded or revoked.

**THIS DOCUMENT IS HEREBY APPROVED THIS TWENTY-SECOND DAY OF MARCH, 2018.**

A handwritten signature in black ink, appearing to be 'mte', is written over a faint, illegible stamp.

Bill Date  
**Chief Inspector, Petroleum and Gas**

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# 1 Introduction

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

A gas device (type A) is a device prescribed in Schedule 6 of the *Petroleum and Gas (Production and Safety) Regulation 2004* (the Regulation) that is used or designed or intended to use fuel gas for production of heat, light or power, for refrigeration, or as a propellant.

The Act requires that an individual carrying out gas work in relation to gas devices (type A) and/or a fuel gas refrigeration device must hold a current gas work licence that allows the person to carry out work.

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

The Regulation prescribes that the qualifications or experience requirements for gas work licences are those listed in this document.

All gas work licence applications must be made in the approved form and accompanied by the fee prescribed in the 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 Inspectorate does not pre-assess applications. To apply or enquire, visit us online.

## 2 Who may apply

An individual may apply for a gas work licence to carry out gas work in relation to:

- A gas device (type A) or a type of gas device (type A); or
- A fuel gas refrigeration device or a type of fuel gas refrigeration device.

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

- Does not have the qualifications or experience prescribed under a regulation for the type of gas work licence applied for; or
- Is not a suitable person to hold the gas work licence.

An interim licence may be granted if the Chief Inspector (or delegate) considers the applicant has adequately demonstrated that the applicant has the qualifications or experience to hold the gas work licence applied for (e.g. an apprentice or recently qualified person).

### 2.1 Qualifications or experience

Section 116 of the regulation requires that the applicant or individual must have the qualifications or experience for the gas work licence applied for.

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

If you believe you already hold the qualifications (or equivalent), you may apply to a Registered Training Organisation (RTO) for recognition of prior learning (RPL).

The Chief Inspector (or delegate) may also require an applicant or individual to complete a written, oral or practical examination.

## 2.2 Suitability

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

- Whether the applicant has been convicted of an indictable offence;
- Whether the applicant has been convicted of an offence against the repealed *Gas Act 1965* or this Act;
- Any disability or medical condition the applicant has that could put the applicant or the public at risk; or
- Any other issue relevant to the applicant's suitability to hold the gas work licence.

## 2.3 Limits and conditions

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

- Limit the gas work licence to a stated type of gas work; or
- Impose conditions on the gas work licence.

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

- Refuse the application; or
- Impose a condition on, or to limit, the gas work licence, other than a condition or limitation agreed to or requested by the applicant.

If the gas work licence holder wishes to change a limit or condition a new application is required. Any changes must be approved before carrying out new work. For example, changing a limit on the type of gas work or removing an imposed condition.

## 2.4 Term of gas work licence

A gas work licence will be issued for a stated term of up to three (3) years unless cancelled, suspended or surrendered under this Act.

# 3 Gas work licence requirements

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

## 3.1 Applying for an interim gas work licence

An interim gas work licence authorises an individual to carry out limited types of gas work in relation to a gas device (type A) where the applicant has not yet demonstrated that they have the competencies and experience to hold a gas work licence.

The following applies to interim gas work licences:

- An individual may be issued one interim licence for a period of three years.
- An interim gas work licence is limited to certain types of gas work (excluding certification) and conditioned to require all gas work to be carried out under supervision.

Applicants for an interim gas work licence can apply in one of two ways outlined below:

- Applying using a Certificate III in Plumbing (apprenticeship); or
- Applying using a Certificate III in Gasfitting;

### 3.1.1 Applying using a Certificate III in Plumbing

Applicants applying for an interim gas work licence using the Certificate III in Plumbing (i.e. apprenticeship) must:

- Have completed an apprenticeship and been awarded an apprenticeship certificate; and
- Have completed the units of competency from the Certificate III in Plumbing specified in the table below; and

Applicants under this stream are not required to complete a practical experience form; however, applicants may be required to present a copy of a log book demonstrating gas work completed during their plumbing apprenticeship.

There may be additional units in a program; however, only those specified below are required to apply for an interim gas work licence using the Certificate III in Plumbing.

**Table 1. Certificate III in Plumbing units of competency required for an interim gas work licence.**

Unit code	Unit title
<i>General units</i>	
CPCPCM2041A	Work effectively in the plumbing and services sector
CPCPCM2039A	Carry out interactive workplace communication
CPCPCM2043A	Carry out WHS requirements
CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry
CPCPCM2040A	Read plans and calculate plumbing quantities
CPCPCM2045A	Handle and store plumbing materials
CPCPCM2046A	Use plumbing hand and power tools
CPCPCM2047A	Carry out levelling
CPCPCM2048A	Cut and join sheet metal
CPCPCM2050A	Mark out materials
HLTFA211A/ HLTAID002	Provide basic emergency life support
CPCPCM2052A	Weld using oxy acetylene equipment
CPCPCM2053A	Weld using manual metal arc welding equipment
CPCPCM2055A	Work safely on roofs
CPCCCM2008B	Erect and dismantle restricted height scaffolding
CPCPCM3021A	Flash penetrations through roofs and walls
CPCPCM3022A	Weld polyethylene and polypropylene pipes using fusion method
CPCPCM3023A	Fabricate and install non-ferrous pressure piping
<i>Gas specific units</i>	
CPCPGS3056A	Install gas piping systems
CPCPGS3057A	Size consumer gas piping systems
CPCPGS3061A	Install and commission Type A gas appliances
CPCPGS3059A	Install LPG storage of aggregate storage capacity up to 500 litres
CPCPGS3060A	Install LPG storage of aggregate storage capacity exceeding 500 litres and less than 8Kl
CPCPGS3046A	Install LPG systems in caravans, mobile homes and mobile workplaces
CPCPGS3047A	Install LPG Systems in marine craft
CPCPGS3048A	Install gas pressure control equipment
CPCPGS3049A	Install Type A gas appliance flues
CPCPGS3051A	Purge consumer piping
CPCPGS3052A	Maintain Type A gas appliances
CPCPGS3053A	Disconnect and reconnect Type A gas appliances
CPCPGS3054A	Calculate and install natural ventilation for Type A gas appliances
CPCPGS3055A	Install gas sub-meters

To progress to a full gas work licence, applicants who were granted an interim gas work licence based on the Certificate III in Plumbing must:

- Complete the Certificate IV in Plumbing and Services units in the table below.

There may be additional units in a program; however, only those specified in the table below are required to apply for a gas work licence.

**Table 2. Certificate IV in Plumbing and Services units of competency required to progress to gas work licence.**

Unit code	Unit title
CPCPGS4011C	Design and size consumer gas installations
CPCPGS4022A	Service Type A gas appliances
CPCPCM4011A	Carry out work based risk control processes
CPCPCM4012A	Estimate and Cost Work

### 3.1.2 Applying using a Certificate III in Gasfitting

Applicants applying for an interim gas work licence using the Certificate III in Gasfitting (i.e. a non-apprenticeship) must:

- Have successfully completed the Certificate III in Gasfitting;
- Have successfully completed all relevant competencies as specified in the table below; and
- There may be additional units in the program; however, only those specified below are required to apply for an interim gas work licence using the Certificate III in Gasfitting.

**Table 3. Certificate III in Gasfitting units of competency required for an interim gas work licence.**

Unit code	Unit title
<i>General units</i>	
CPCPCM2041A	Work effectively in the plumbing and services sector
CPCPCM2039A	Carry out interactive workplace communication
CPCPCM2043A	Carry out WHS requirements
CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry
CPCPCM2040A	Read plans and calculate plumbing quantities
CPCPCM2045A	Handle and store plumbing materials
CPCPCM2046A	Use plumbing hand and power tools
CPCPCM2047A	Carry out levelling
CPCPCM2048A	Cut and join sheet metal
CPCPCM2050A	Mark out materials
HLTFA211A/ HLTAID002	Provide basic emergency life support
CPCPCM2052A	Weld using oxy acetylene equipment
CPCPCM2053A	Weld using manual metal arc welding equipment
CPCPCM2055A	Work safely on roofs
CPCCCM2008B	Erect and dismantle restricted height scaffolding
CPCPCM3021A	Flash penetrations through roofs and walls
CPCPCM3022A	Weld polyethylene and polypropylene pipe using fusion method
CPCPCM3023A	Fabricate and install non-ferrous pressure piping
<i>Gas specific units</i>	
CPCPGS3056A	Install gas piping systems
CPCPGS3057A	Size consumer gas piping systems
CPCPGS3061A	Install and commission Type A gas appliances
CPCPGS3059A	Install LPG storage of aggregate storage capacity up to 500 litres
CPCPGS3060A	Install LPG storage of aggregate capacity exceeding 500 litres and less than 8KL
CPCPGS3046A	Install LP gas systems in caravans/mobile homes, water craft and mobile work places



CPCPGS3047A	Install LPG Systems in marine craft
CPCPGS3048A	Install gas pressure control equipment
CPCPGS3049A	Install Type A appliance flues
CPCPGS3051A	Purge consumer piping
CPCPGS3052A	Maintain Type A gas appliances
CPCPGS3053A	Disconnect and reconnect Type A appliances
CPCPGS3054A	Calculate and install natural ventilation for Type A gas appliances
CPCPGS3055A	Install gas sub-meters

To progress from an interim to a full gas work licence, applicants who were granted an interim gas work licence based on the Certificate III in Gasfitting must:

- Provide a certified copy of a statement of attainment for the relevant units of competency in the table below; and
- Provide a completed practical experience form demonstrating supervised gas work you have done during the period of the interim licence no less than 12 months.

There may be additional units in a program; however, only those specified in the table below are required to apply for a gas work licence.

**Table 4. Certificate IV in Plumbing and Services (CPC40912) units required to progress to a gas work licence.**

Unit code	Unit title
CPCPGS4011C	Design and size consumer gas installations
CPCPGS4022A	Service Type A gas appliances
CPCPCM4011A	Carry out work based risk control processes
CPCPCM4012A	Estimate and Cost Work

### 3.2 Applying for a gas work licence (servicing)

A gas work licence (servicing) authorises an individual to service and repair a gas device (type A). A gas work licence (servicing) will be limited to servicing and repairing a gas device (type A). It does not include carrying out gas work that changes the design, layout or operating parameters of a gas system.

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

- Have completed the units of competency specified in the table below; and
- Provide a certified copy of a statement of attainment for the relevant units of competency.

There may be additional units in a program; however, only those specified are required to apply for a gas work licence restricted to servicing only.

**Table 5. Units of competency required for a gas work licence (servicing).**

Unit code	Unit title
<i>General units</i>	
CPCPCM2039A	Carry out interactive workplace communication
CPCPCM2043A	Carry out WHS requirements
HLTFA211A	Provide basic emergency life support
HLTAID002	
<i>Gas specific units</i>	
CPCPGS3051A	Purge consumer piping
CPCPGS3052A	Maintain Type A gas appliances
CPCPGS3053A	Disconnect and reconnect Type A appliances
CPCPGS3054A	Calculate and install natural ventilation for Type A gas appliances

CPCPGS3048A	Install gas pressure control equipment
CPCPGS3057A	Size consumer gas piping systems
CPCPCM4011C	Carry out work based risk control processes
CPCPGS4022A	Service Type A gas appliances

### 3.3 Applying for a gas work licence (servicing and caravan certification only)

A gas work licence (servicing and caravan certification) authorises an individual to service and repair a gas device (type A) and certify a gas device (type A) installed in a caravan. A gas work licence (servicing and caravan certification) will be limited to servicing and repairing a gas device (type A) and includes conditioned to allow certifying the gas system of a gas device (type A) installed in a caravan. It does not include carrying out gas work that changes the design, layout or operating parameters of a gas system.

Applicants applying for a gas work licence (servicing and caravan certification) must:

- Have completed the units of competency specified in the table below; and
- Provide a certified copy of a statement of attainment for the relevant units of competency.

**Table 6. Units of competency required for a gas work licence (servicing and caravan certification).**

Unit code	Unit title
<i>General units</i>	
CPCPCM2039A	Carry out interactive workplace communication
CPCPCM2043A	Carry out WHS requirements
HLTFA211A HLTAID002	Provide basic emergency life support
<i>Gas specific units</i>	
CPCPGS3051A	Purge consumer piping
CPCPGS3052A	Maintain Type A gas appliances
CPCPGS3053A	Disconnect and reconnect Type A appliances
CPCPGS3054A	Calculate and install natural ventilation for Type A gas appliances
CPCPGS3048A	Install gas pressure control equipment
CPCPGS3057A	Size consumer gas piping systems
CPCPCM4011C	Carry out work based risk control processes
CPCPGS4022A	Service Type A gas appliances
CPCPGS3046A	Install LPG systems in caravans, mobile homes and mobile work places

### 3.4 Applying for a gas work licence (hydrocarbon refrigerant)

A gas work licence (hydrocarbon refrigerant) authorises an individual to undertake gas work on the gas system of a gas device in Queensland that uses fuel gas as a refrigerant such as charging, discharging or breaking into a refrigeration system.

Applicants applying for a gas work licence (hydrocarbon refrigerant) must:

- Hold a current Australian Refrigeration Council (ARC) Licence, namely:
  - Full Refrigeration and Air Conditioning Licence;
  - Restricted Split System Air conditioning Installation and Decommissioning Licence; or
  - Restricted Domestic Refrigeration and Air Conditioning Appliance Licence;
- Have at least one of the relevant qualification options specified in the table below;

- Have completed the hydrocarbon specific units of competency specified in the table below;
- Provide a certified copy of a testamur (certificate)/statement of attainment for the relevant qualifications/units of competency.
- Provide an experience log (EL) outlining recent refrigeration/air conditioning experience relevant to the application. The EL must be signed by the holder of a current Queensland gas work licence (hydrocarbon refrigerant) or another suitably qualified person who witnessed the work. If the work is unable to be witnessed by a suitably qualified person, a Registered Training Organisation (RTO) may be able to assist in assessing the currency of your experience (fees may apply).

**Table 7. Qualification options for gas work licence (hydrocarbon refrigerant)**

Qualification code	Qualification title
MEM30205	Certificate III in Engineering Mechanical Trade (Refrigeration and Air conditioning)
MEM30298	Certificate III in Engineering - Mechanical - Refrigeration and Air conditioning
UEE32211	Certificate III in Air-Conditioning and Refrigeration
UEE31307	Certificate III in Refrigeration and Air conditioning
UEE31306	Certificate III in Refrigeration and Air conditioning
UTE30999	Certificate III in Electro technology Refrigeration and Air conditioning
UEE30510	Certificate III in Appliance Servicing
UEE30507	Certificate III in Appliance Servicing
UEE30506	Certificate III in Appliance Servicing
UTE30104	Certificate III in Electro technology Assembly and Servicing — Appliances
90953	NSW Certificate in Domestic Appliance Servicing

**Table 8. Hydrocarbon specific units of competency required for a gas work licence (hydrocarbon refrigerant)**

Unit code	Unit title
UEENEEJ174A	Apply safety awareness and legal requirements for hydrocarbon refrigerants
UEENEEJ175A	Service and Repair Self Contained Hydrocarbon Air Conditioning Refrigeration
UEENEEJ176A	Install and commission hydrocarbon refrigeration systems, components and associated equipment

### 3.5 Mutual recognition for licence holders from another State, Territory or New Zealand

The Trans-Tasman Mutual Recognition Agreement and the *Mutual Recognition (Queensland) Act 1992* applies. The holder of a current licence in another State, Territory or New Zealand may be eligible for an equivalent licence in Queensland (if an equivalent licence exists). Any restrictions on a current interstate licence (e.g. LPG only / NG only / Interim), will be applied to the Queensland licence. A decision will be made within one month of lodgement of a completed application.

Applicants applying for mutual recognition must:

- Hold a current equivalent licence in another State or Territory or New Zealand.
- Provide a certified copy of the front and back of the current interstate licence and the original decision (including any limits or conditions).

#### 3.5.1 Deemed registered

Once a fully complete application has been submitted and accepted, the applicant is 'Deemed Registered' and may perform gas work for a period of one (1) month under their current interstate licence (including any conditions or restrictions) in accordance with the requirements of the Act.

Applicants working under a deemed registration who are refused a Queensland licence will be required to cease working in Queensland within two weeks of notification. All gas work in progress at the time of notification can be completed; however, no new work can be started. Any Gas System Compliance Certificate books, Defect Notice books or Gas Compliance plates must be returned.

### 3.5.2 Substantive registration

If no response is received, after this period the applicant is entitled to a 'Substantive Registration'. This does not apply if fraud was a factor in the application.

### 3.5.3 Removing certain conditions

Mutual recognition applicants who are issued a Queensland gas work licence with a condition limiting gas work to 'LPG only' or 'NG only' can apply to remove the condition. To remove an 'LPG only' or 'NG only' condition, the applicant must contact the Licensing and Authorisation Unit.

## 4 Administrative requirements

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

### 4.1 Expired gas work licence or delayed applications

These requirements apply to applicants whose licence has expired and/or who hold qualifications for the gas work licence being applied for but do not have current experience.

Before making an application, affected applicants must meet the requirements specified in the table below. If you previously held a Queensland Gas Work Licence, the same licence may be reinstated if you complete these requirements.

**Table 9. Requirements for affected applicants**

Applicant status	Requirement
<ul style="list-style-type: none"> <li>Gas work licence expired less than 12 months prior to application; or</li> <li>Never held a gas work licence and qualifications completed less than 12 months prior to application.</li> </ul>	<ul style="list-style-type: none"> <li>Applicant can apply as normal.</li> </ul>
<ul style="list-style-type: none"> <li>Gas work licence expired more than 12 months prior to application; or</li> <li>Never held a gas work licence and qualifications completed more than 12 months prior to application.</li> </ul>	<ul style="list-style-type: none"> <li>Applicant must contact a Registered Training Organisation and undertake an interview and/or challenge test. The RTO will decide if the applicant needs to undertake the approved Trade Test or be retrained in the Certificate III - Gasfitting.</li> </ul>

The RTO will arrange an interview and/or a challenge test to determine the pathway that the applicant will need to undertake. This will be either verification of competency by completing the approved Trade Test or retraining in the Certificate III - Gasfitting.

The applicant is responsible for arranging this with the RTO and paying any relevant fees. The decision is made by the RTO and is subject to the RTOs policies and processes. Any enquiries about an RTO decision under this part should be directed to the RTO.

Applicants who have completed the approved Trade Test or Certificate III – Gasfitting must:

- Apply as per the requirements for the gas work licence being applied for; and

- Provide a certified copy of a statement of completion of the approved Trade Test or the Certificate III – Gasfitting from the RTO.

For RTOs interested in delivering the approved Trade Test, please contact the Licensing and Authorisation Unit for more information.

## 4.2 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 completion for trade test
- Driver's Licence (or equivalent)
- Other trade licences
- Passport photograph.

### 4.2.1 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 Petroleum and Gas Inspectorate requires copies of primary documents to be certified by a:

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

### 4.2.2 Practical experience form

If required for the gas work licence type applied for, the Practical Experience Form (PEF) can be downloaded from the department's website.

The PEF must be signed by the holder of a current Queensland full gas work licence who supervised the work in Queensland. If the work is unable to be signed off by the supervisor, a Registered Training Organisation (RTO) may be able to assist in witnessing the currency of your experience (fees may apply).

If gas work is undertaken under the supervision of more than one holder of a current Queensland full gas work licence, separate PEFs must be completed by each supervisor.

#### Document history

Date	Version	Change	Description
15/1/2018	4	Revision	Significant revision of document
5/2/2018	4.1	Title, Section 4.1	Clarification of title and requirements in 4.1