

Cylinder Filling Service Station

Disclaimer: This checklist is not intended to be a definitive or exhaustive listing of all statutes, safety rules, regulations or codes that may be applicable. It is intended as a general guideline for assisting licensees and stakeholders in complying with state statutes, the Commission's safety rules and adopted national and federal codes that are specific to a CYLINDER FILLING SERVICE STATION installation. The officially published statute, rule or code shall prevail in the event of a conflict with those referenced in the checklist. The checklist may be used to verify compliance prior to placing a facility in service or for routine maintenance audits to ensure continued compliance with applicable safety requirements.

| LICENSING REQUIREMENTS AND FILINGS | | |
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| <input type="checkbox"/> | Installation shall be properly licensed (Category E,I, or J) | 113.081(a)(4) |
| <input type="checkbox"/> | Copy of current license available during regular business hours | 9.7(d) |
| <input type="checkbox"/> | Current copy of LP-Gas Safety Rules | 9.7(d) |
| <input type="checkbox"/> | Submittal of Form 501 for initial container installation | 9.101(b)(1) |
| PAINTING AND LETTERING REQUIREMENTS | | |
| <input type="checkbox"/> | NO SMOKING (2") | 9.140(g) |
| <input type="checkbox"/> | EXTINGUISH ALL PILOT LIGHTS AND OPEN FLAMES | 9.140(g) |
| <input type="checkbox"/> | VEHICLE MUST BE VACATED DURING FILLING PROCESS;TURN OFF ENGINE (1/2") | 9.140(g) |
| <input type="checkbox"/> | PROPANE EMERGENCY SHUTOFF (2") | 9.140(g) |
| <input type="checkbox"/> | NAME OF LICENSEE (4") | 9.140(g) |
| <input type="checkbox"/> | WORK.PRESS.____(2") | 9.140(g) |
| <input type="checkbox"/> | LP GAS (or PROPANE) (4") | 9.140(g) |
| <input type="checkbox"/> | FLAMMABLE (4") | 9.140(g) |
| <input type="checkbox"/> | 24-HOUR EMERGENCY NUMBER____ (2"— contrasting color) | 9.140(g) |
| <input type="checkbox"/> | Operations supervisor at more than one outlet | 9.140(g)(12) |
| <input type="checkbox"/> | Telephone number of the certified individual responsible for the outlet, AND/OR the operations supervisor (3/4" — contrasting color, readily visible to the public) | 9.140(g)(13) |
| <input type="checkbox"/> | ASME containers shall be painted a heat reflective color | 9.141(a)(1) |
| DISTANCE AND LOCATION REQUIREMENTS | | |
| <input type="checkbox"/> | Propane tank to adjacent containers, important buildings, or line of adjoining property that can be built upon (Table 6.3.1) | 6.3.1 |
| <input type="checkbox"/> | 10 feet from combustible material, weeds and long dry grass | 6.4.5.2 |
| <input type="checkbox"/> | Area under containers — graded, have dikes, or diversion curbs | 6.4.5.3 |
| <input type="checkbox"/> | 10 feet from centerline of diked area containing flammable materials | 6.4.5.4 |
| <input type="checkbox"/> | 20 feet horizontal separation between aboveground LP-gas containers and aboveground tanks containing liquids having flash points below 200°F | 6.4.5.5 |
| <input type="checkbox"/> | LG-gas container shall not be located within 6 feet of an overhead power line | 6.4.5.12 |
| <input type="checkbox"/> | Propane tank shall not be located in dike | 6.4.5.4 |
| <input type="checkbox"/> | ASME containers shall be installed on concrete or masonry foundation | 6.6.3.1 |
| <input type="checkbox"/> | Distances between point of transfer and exposures (see Table 6.5.3) | 6.5.3 |
| INSTALLATION PROTECTION | | |
| <input type="checkbox"/> | Protection from tampering and vehicular traffic | 9.140(a) |
| <input type="checkbox"/> | Installation fencing requirements | 9.140(b) |

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| <input type="checkbox"/> | Guardrail and vertical supports | 9.140(d) |
| <input type="checkbox"/> | Protected to prevent unauthorized withdrawal of LP-gas | 9.140(d)(1) |
| INSTALLATION EQUIPMENT REQUIREMENTS | | |
| <input type="checkbox"/> | Scales shall be currently registered with the TX Dept. of Agriculture | 9.136 |
| <input type="checkbox"/> | DOT cylinders of less than than 101 lbs capacity shall be filled by weight | 9.136 |
| <input type="checkbox"/> | Breakaway device incorporated into the liquid dispensing system | 6.24.4.2 / 9.141(b) |
| <input type="checkbox"/> | Retail cylinder filling and service stations shall be equipped with a pump | 9.141(d) |
| <input type="checkbox"/> | No canopies or coverings over LP-gas container | 9.141(F) |
| <input type="checkbox"/> | Pressure relief valve provided with protective cap | 6.7.2.4 |
| <input type="checkbox"/> | Container with over 2,000 gal wc, PRV vented 7 feet vertically above container | 6.7.2.7 |
| <input type="checkbox"/> | Hydrostatic relief valve shall be installed in each section of piping in which liquid LP-gas can be isolated between shutoff valves | 6.13 |
| <input type="checkbox"/> | Transfer hose shall be equipped with a listed quick-acting shutoff valve | 6.24.3.13 |
| <input type="checkbox"/> | Transfer hose limited to 18 feet and protected from damage when not in use | 6.24.4.1(1) |
| <input type="checkbox"/> | Ball-type shutoff valves less than 2" in size shall have locking handles | 9.141(C) |
| <input type="checkbox"/> | An identifiable (visible from point of liquid transfer) and accessible switch or circuit breaker shall be installed 20 to 100 feet from the dispensing device | 6.24.3.14 |
| <input type="checkbox"/> | Fire extinguisher—minimum 18 lb B-C rating | 6.25.4.2 |
| <input type="checkbox"/> | Pressure gauge installed on containers with water capacity over 2000 gallons | 5.7.8.6 |
| <input type="checkbox"/> | Electrical equipment complies with table 6.22.2.2 and NFPA 70, NEC | 6.22.2.2 |
| Trained and Qualified Personnel | | |
| <input type="checkbox"/> | Personnel conducting transfer operations must be trained (licensee and non-licensee) | 7.2.2.1/9.7 to 9.12 |
| <input type="checkbox"/> | Trained personnel must remain in attendance at transfer operation from connection to disconnection | 7.2.2.1 w/changes |