

Spotless

clean is beautiful



GAS CYLINDER TRANSIT AND USE TRAINING

Date of training: _____

Trainer name: _____

Trainee name: _____

Demonstrate and explain each point in the list of training items below. Tick off each task once it has been explained and instructed in full to each trainee. Trainee and trainer should both sign the bottom of the training document on completion.

| | |
|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | Only carry one 13kg Propane cylinder at a time in the van to reduce risk and conform to the health safety legislation for carrying dangerous goods |
| <input type="checkbox"/> | The cylinder must be kept upright at all times in the van and secured with straps, using the eyes bolted to the van floor in the load bay |
| <input type="checkbox"/> | The cylinder must be placed firmly against the bulkhead of the load bay to prevent shifting during transit or an accident |
| <input type="checkbox"/> | All other items in the load bay should also be secured such that they cannot shift and strike the cylinder during transit or an accident |
| <input type="checkbox"/> | The cylinder should be kept in the van at all times and should never be removed to be stored elsewhere |
| <input type="checkbox"/> | Only cylinders from a reputable supplier should be used, never use a second hand cylinder or cylinder you have 'found' elsewhere |
| <input type="checkbox"/> | Only Propane should be used for the purposes of oven cleaning, never use an alternative form of gas |
| <input type="checkbox"/> | Never use a bigger cylinder, 13Kg is the maximum required |
| <input type="checkbox"/> | The van is labelled with the appropriate hazard diamond sticker, ensure this sticker does not deteriorate and is never removed from the van |
| <input type="checkbox"/> | Gas cylinders should be switched off using the valve on top of the cylinder at ANY time the gas is not in use |
| <input type="checkbox"/> | Oven cleaning equipment is secured inside the van for safe transit, the lid is fixed down during transit |
| <input type="checkbox"/> | Oven cleaning burner should ALWAYS be fully extinguished and valves closed during transit |
| <input type="checkbox"/> | Always keep the van locked when unattended so no third parties can enter the vehicle and tamper with equipment |
| <input type="checkbox"/> | Vehicle air conditioning/ventilation system should be set to circulate air form outside the vehicle (not recirculate setting) |
| <input type="checkbox"/> | Hose from tank to oven cleaning equipment is checked regularly at both ends and in between for damage or leaks |
| <input type="checkbox"/> | Ensure the gas hose is clipped to the bulkhead/off the ground such that other items/tools cannot damage the hose or cause abrasion over time |

| | |
|----------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | Oven cleaning equipment is checked and kept clean on a weekly basis to ensure safe operation |
| <input type="checkbox"/> | In the vicinity of the vehicle no cigarettes should be lit, no other naked flames or anything involving excessive heat should be near the vehicle at any time. |
| <input type="checkbox"/> | No hand tools that are likely to spark or tools that are abrasive should be used in or around the van. |
| <input type="checkbox"/> | Empty cylinders must be handled carefully and valves be kept closed at all times, empty cylinders should be treated exactly the same as full ones as they still contain residual gas |
| <input type="checkbox"/> | Any damaged cylinders should be turned off and taken out of use immediately, inform the supplier that the tank is damaged on return |
| <input type="checkbox"/> | Disconnect equipment attached to the gas cylinder for any long periods where the equipment is not in use |
| <input type="checkbox"/> | The equipment and setup of the van should never be modified or altered without consultation and prior agreement from Spotless Management |
| Other relevant documents: | |
| <input type="checkbox"/> | Operation of the oven cleaning tank |
| <input type="checkbox"/> | Fire extinguisher use/emergency training document |
| <input type="checkbox"/> | Oven cleaning risk assessment |
| <input type="checkbox"/> | Oven cleaning method statement |

I, the employee and trainee of Spotless Cleaning sign to confirm that I have received and fully understand the training outlined in this document. I agree to follow the procedures and checks required to ensure my personal safety, as well as the safety of clients and the wider public.

Trainee name: _____

Trainer name: _____

Trainee signature: _____

Trainer signature: _____

Date of training: _____