



# Jemena Network Operator Rules

NSW Gas Supply Act 1996 – NSW Gas Supply (Safety  
and Network Management) Regulation 2008


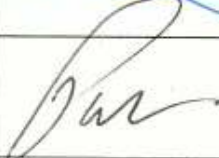
To be superseded by Version 1.0 on 01/03/18

Revision: November 2011

## Document History

Revision	Date	Amended by	Description of Changes
November 2011	November 2011	J Commarmond	Various changes to align with Gas Supply Amendment Regulation 2010 as follows: <ul style="list-style-type: none"> <li>- Section 1.1 - Minor change in definition of scope</li> <li>- Section 1.4 – Minor re-definition of basic metering equipment</li> <li>- Section 1.5 - Reference to consumer piping</li> <li>- Section 1.7 - Redefined basic metering equipment, utility service, gas installation and consumer service to align with new amended regulation</li> <li>- Section 2.2 – Added last paragraph</li> <li>- Section 3.1 – Clarified safety precautions</li> <li>- Appendix C – Replacement of old schematic with new schematic detailing responsibilities under the new 2010 regulation</li> </ul>

## Authorisation

	Job Title:	Name:	Signature:	Date:
<b>Sponsor:</b>	Manager, Engineering Services	Paul Grace		14/11/2011
<b>Approver</b>	Manager, Engineering Strategy & Planning	Philip Colvin		11 NOV 11

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## PART 1 PRELIMINARY

### 1.1 Scope

These Rules are issued by **Jemena** and form part of **Jemena's Safety and Operating Plan** for its gas networks in New South Wales. The *Safety and Operating Plan* and these Rules are prepared in accordance with the *Gas Supply (Safety and Network Management) Regulation 2008*.

The Rules cover Jemena's responsibility to ensure the safe installation, operation and repair of the consumer service.

### 1.2 Previous Rules

These Rules commence on 18th October 2011, and replace **Jemena's** previous Gasfitting Rules.

### 1.3 Who these Rules apply to

These Rules apply to any person who performs **Gasfitting Work** (as defined in the *Gas Supply (Safety and Network Management) Regulation 2008*) in connection with **Jemena's** gas network.

These Rules also apply to persons requiring approval of a **Type B appliance**.

Note: Where the person performing the **Gasfitting Work** is not doing so on behalf of **Jemena** (eg. where the person is engaged by a gas consumer or a **gas retailer**), special additional requirements apply. These are described in *Part 2 – Authorisations to Perform Gasfitting Work* below.

### 1.4 Gasfitting Work

The prime objective of these Rules is to provide for the safe connection of natural gas to a property from **Jemena's** gas reticulation network.

The Rules specify the requirements for:

- a **licensed person** to obtain **Jemena's** authorisation before commencing any **Gasfitting Work**,
- performing **Gasfitting Work**,
- completing tests after performing **Gasfitting Work**, and
- obtaining approval of **Type B Appliances**.

**Gasfitting Work** to which these Rules apply is defined in Part 2, Clause 6 of the *Gas Supply (Safety and Network Management) Regulation 2008* as:

- (a) the connection or disconnection of gas supply to or from a **gas installation**,
- (b) the installation or maintenance of any part of a **gas installation** up to the gas meter outlet,
- (c) the installation or replacement of a gas meter or any part of the **basic metering equipment**<sup>1</sup>.

The Rules provide for:

- (a) the standards, codes, specifications, methods and procedures to be applied when installing or repairing a **consumer service**,
- (b) the standards, codes, specifications, methods and procedures and requirements for installing or repairing **basic metering equipment**,
- (c) the requirements for leak test certificates and certificates of compliance,
- (d) specific **network operator** requirements to be applied when installing or repairing a **consumer piping** system, and
- (e) gaining **Type B appliance** approval.

Compliance with these Rules, as well as the codes and standards referred to, is a legislative requirement pursuant to the *Gas Supply (Safety and Network Management) Regulation 2008*. The person performing the **Gasfitting Work** is responsible for having a thorough knowledge and understanding of these Regulations.

A person who supervises others performing **Gasfitting Work** must also accept responsibility for issuing advice and instructions about correct procedures to those under their supervision and control.

In the event that for a particular job, there is a need to diverge from the requirements of these Rules, **Jemena's** approval for divergence must be obtained at the design stage for the job.

## 1.5 What the Rules do not cover

Work on the gas installation (ie: downstream of the basic metering **equipment**) is not within the scope of these Rules. The requirements for this work can be found in the *Gas Supply (Safety and Network Management) Regulation 2008* and AS 5601.

## 1.6 Contacts

Contact details for **Jemena**

Phone: 1300 722 914

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<sup>1</sup> Clause 6 of the *Gas Supply (Safety and Network Management) Regulation 2008*



Phone for Standby: 1300 665 380  
Fax: (02) 9397 9999  
E-mail Address: netconnect@jemena.com.au  
Post: PO Box 6507 Silverwater NSW 2128

## 1.7 Definitions

The following definitions apply within this document:

<b>Jemena</b>	Jemena AGN Limited ABN 003 004 322, being the network owner and operator.
<b>AS</b>	When followed by numbers or letters <b>AS</b> means a standard published by Standards Australia, e.g. AS 1682 Fire dampers.
<b>Basic metering equipment</b>	<p>Metering equipment encompassed in a <b>meter kit</b> or <b>meter set</b> that includes a meter and one or more of the following devices:</p> <ul style="list-style-type: none"><li>(a) valves to isolate gas supply,</li><li>(b) pipework – including a combination of pipes, flanges, tees, elbows and other pipe connecting equipment designed to convey gas,</li><li>(c) fittings – smaller instruments used in conjunction with fittings, pressure sensing tubing and tube fittings, instrument valves and associated equipment,</li><li>(d) filters – devices designed to trap and remove foreign matter from gas streams,</li><li>(e) pressure regulators - devices to reduce and control <b>gas pressure</b>,</li><li>(f) over pressure protection devices to protect downstream equipment from exposure to excessive pressure (over pressure) in the event of upstream equipment failure,</li><li>(g) non-return valves to ensure gas flow travels in one direction and to prevent reverse flow,</li><li>(h) mechanical indexes to indicate raw metered gas consumption,</li><li>(i) meter bars and other equipment designed to support a gas meter and associated equipment that form part of the meter installation</li></ul>

	<ul style="list-style-type: none"> <li>(j) electrical connections and wiring to convey electrical signals for gas meters, flow correctors, alarms and metering communications equipment,</li> <li>(k) flow correction devices or software to enable (actual) uncorrected raw metering data to be adjusted for effects of temperature and/or pressure and/or gas quality and referenced to standard pressure and temperature conditions,</li> <li>(l) temperature and pressure correction devices or software to enable raw (actual) uncorrected metering data to be adjusted for effects of temperature and pressure,</li> <li>(m) devices and equipment designed to analyse and calculate the heating value of the gas stream such as gas chromatographs or calorimeters.</li> </ul>
<b>consumer</b>	A person who is supplied with natural gas by a <b>gas retailer</b> .
<b>consumer piping</b>	Pipe, fittings, components and other equipment that are owned by a <b>consumer</b> . <b>Consumer piping</b> conveys gas from the outlet of the metering installation to the <b>consumer's</b> appliances.
<b>consumer service</b>	The piping that conveys gas from the network up to and including the first isolation valve of the <b>basic metering equipment</b>
<b>gas installation</b>	The gas pipes and associated equipment (D/S of meter outlet) that are used to convey and control the conveyance of gas within premises to which gas is supplied, but does not include anything connected to and extending or situated beyond a gas outlet socket.
<b>gas mains</b>	Pipes used in the utility's distribution system to transport gas.
<b>gas pressure</b>	<p>The pressure of gas above atmospheric pressure, classified as follows:</p> <ul style="list-style-type: none"> <li>(a) Low pressure – up to 7 kPa</li> <li>(b) Medium Pressure – over 7 kPa and up to 210 kPa</li> <li>(c) High pressure – over 210 kPa</li> </ul>
<b>gas retailer</b>	A holder of a <i>Supplier's Authorisation</i> and who supplies natural gas to <b>consumers</b> connected to the gas network.
<b>Gasfitting Work</b>	<p>Is as defined in Clause 6 of the <i>Gas Supply (Safety and Network Management) Regulation 2008</i>:</p> <ul style="list-style-type: none"> <li>(a) the connection or disconnection of gas supply to or from a <b>gas</b></li> </ul>



	<p><b>installation,</b></p> <p>(b) the installation or maintenance of any part of a <b>gas installation</b> up to the gas meter outlet,</p> <p>(c) the installation or replacement of a gas meter or any part of the <b>basic metering equipment</b>.<sup>2</sup></p>
<b>licensed person</b>	A person holding a current plumber and gasfitters licence issued under the <i>Home Building Act (1989)</i> .
<b>manual shut-off valve</b>	A manually operated valve which allows a section of pipework or an appliance to be shut off.
<b>master meter</b>	A component of the <b>basic metering equipment</b> that is typically used to measure gas flow to water heating appliances on High rise buildings with centralised hot water and individual hot water meters.
<b>meter set</b>	<b>Basic metering equipment</b> that has been assembled for the purpose of measuring gas flow that exceeds 75m <sup>3</sup> /hr.
<b>meter kit</b>	<b>Basic metering equipment</b> that has been assembled for the purpose of measuring gas flow that is equal to or less than 75 m <sup>3</sup> /hr.
<b>network operator</b>	The holder of a <i>Reticulator's Authorisation</i> . For the purpose of these Rules, <b>Jemena</b> is the <b>network operator</b> .
<b>property boundary</b>	Is the line which divides the <b>consumer's</b> private property from public areas, such as streets, roads, lanes etc.
<b>property boundary control valve</b>	Is a valve situated approximately 225 mm outside the <b>property boundary</b> at the inlet of the <b>consumer service</b> . It is usually below ground in a path box for easy access, and is used to control the flow of gas into the <b>consumer service</b> .
<b>Type B appliance</b>	An appliance (including a second-hand appliance) with gas consumption in excess of 10MJ/h for which an AGA/ALPGA approval scheme does not exist and which incorporates all items downstream of and including the appliance <b>manual shut-off valve</b> .
<b>Network</b>	Any pipe or fitting upstream of the consumer service generally at a point in the public thoroughfare 225 mm outside the <b>property boundary</b> .
<b>utility standby</b>	Means a <b>Jemena</b> officer authorised to disconnect or reconnect a service, usually under live gas conditions, who is on standby while work is in progress.

## 1.8 Disclaimer

These Rules apply to:

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<sup>2</sup> Clause 6 of the *Gas Supply (Safety and Network Management) Regulation 2008*



- **Gasfitting Work**, and
- the approval of **Type B appliances**

associated with **Jemena's** NSW network. **Jemena** accepts no responsibility for any other use of these Rules.

To be superseded by Version 1 on 01/03/18

## PART 2 AUTHORISATIONS TO PERFORM GASFITTING WORK

### 2.1 Work requiring Jemena Authorisation

Where a person plans to perform **Gasfitting Work** to which these Rules apply (see *Parts 1.3 and 1.4*) and that work is not being performed on behalf of **Jemena**, that person must obtain **Jemena's** authorisation before performing such work.

### 2.2 Authorisation Criteria

The person applying for authorisation must:

- be a **licensed person**, and
- possess the relevant skills or engage suitably qualified personnel with the necessary skills to work with and/or join the materials to be used in the work.

The **licensed person** must provide sufficient information about the **Gasfitting Work** to be performed to enable **Jemena** to assess the person's competence and specific job requirements.

Examples of specific information are maximum gas load, appliances being connected, materials being used, pipe sizing, boundary regulator requirements etc.

To obtain authorisation, the **licensed person** must contact **Jemena** prior to commencing any **Gasfitting Work**. To obtain authorisation:

Call: 1300 722 914

The application for authorisation and **Jemena's** authorisation is site and/or work activity specific and does not entitle the **licensed person** to perform any work at other locations or work sites.

**Jemena's** authorisation is conditional on the information supplied by the gasfitter being correct and does not negate any responsibility of the gasfitter to carry out work according to the relevant standards and procedures.

### 2.3 Responsibilities of a licensed person - authorised by Jemena

**Jemena** requires the **licensed person** to be responsible and liable for all **Gasfitting Work** they perform including but not limited to the following:

- (a) obtaining authorisation for any **Gasfitting Work**,
- (b) once authorisation is obtained, performing and / or supervising the **Gasfitting Work**. If supervising the **Gasfitting Work**, the work must be performed by:
  - (i) a certified plumber and gasfitter, and/or
  - (ii) an apprentice plumber and gasfitter, and/or

- (iii) a certified welder,
- (c) ensuring that the **Gasfitting Work** complies with the current version of AS 5601, any other applicable Australian Standards and these Rules,
- (d) ensuring all work, notifications and certificates are performed in accordance with the *Gas Supply (Safety and Network Management) Regulation 2008*,
- (e) lodging an *Application for Gas Connection* with a **gas retailer** at least twenty (20) working days before:
  - (i) gas is required on site for the first time, or
  - (ii) a change in meter size is required, and/or
  - (iii) a change in gas load where the **utility service** and or **consumer service** size needs to be replaced,
- (f) checking with the appropriate **gas retailer** that an **Jemena** gas main is available with adequate supply and pressure, before starting work,
- (g) ensuring that the following has been carried out before connecting gas to a **Type B appliance**:
  - (i) **Jemena** has received the submission required by these Rules (refer to *Part 9 – Type B Appliance Approvals*), and
  - (ii) **Jemena** has approved the submission,
- (h) planning and performing the **Gasfitting Work**,
- (i) designing and performing the **Gasfitting Work** in a tradesman-like manner and to the satisfaction of **Jemena**
- (j) correcting all defects promptly when advised by **Jemena**,
- (k) ensuring when **consumer service** pipes are completely or partially renewed that such pipes are connected to the **utility service** pipes and where the supply from the **utility service** pipe is defective, advising **Jemena** immediately,
- (l) taking corrective action where an installation has been found to be unsafe and to ensure the **consumer** and **Jemena** are advised immediately of the defect and the corrective action taken,
- (m) managing direct or indirect claims arising from damages to persons or property through work performed by the **licensed person**, under the **licensed person's** supervision and/or by the **licensed person's** employees,

- (n) returning meters or other equipment owned by **Jemena** that has been disconnected by the **licensed person** or their employees and is no longer required for use at the premises,
- (o) ensuring that a **gas installation** is designed and installed so that all gas conveyed through the installation is measured through the network's gas meter,
- (p) not tampering with any seals on metering assets or adjust any regulator or over pressure protection setting unless requested to do so by **Jemena**,
- (q) advising **Jemena** of any particular noise restrictions for **meter sets** of a capacity larger than 75m<sup>3</sup>/hr i.e. use of gas at night, in close proximity to residential housing etc., and
- (r) installing boundary regulators, **meter kits** and **meter sets** in accordance with **Jemena's** installation instructions provided with the equipment.

To be superseded by Version 1.01.01/18/3/18

## PART 3 SAFETY PRECAUTIONS

### 3.1 General

The requirements and recommendations in these Rules and associated Australian Standards provide the minimum standards essential for the safe design and installation of gas piping systems. Safe planning and working practices are essential at all times, and due regard must be given to the provisions of *AS 1470 General Principles for Safe Working in Industry*.

Jemena is responsible to ensure the safe installation, operation, and repair of the consumer service is carried out only by authorised and qualified licensed person.

Jemena is not responsible or liable for the cost of repair to the consumer service. If the repair is carried out by Jemena with the approval of the property owner the cost of repair will be passed through to the property owner.

Emergency repairs or isolation of the gas supply may be carried out by Jemena without prior authorisation.

If a licensed person encounters an emergency situation involving the consumer pipe eg. large gas escape. They must report the emergency to Jemena Response Centre on 131 909.

Special precautions must be taken when there is the possibility that flammable gases can be released in the work area. This includes the opening of pipes, meters or equipment that contains or has contained gas.

Any person who performs **Gasfitting Work**, whether or not on behalf of **Jemena**, must ensure that the people under their supervision:

- (a) are familiar with the odour of the various gases they may be required to work on,
- (b) are skilled and experienced in the work to be carried out, and
- (c) have suitable equipment to carry out the work safely.

### 3.2 Safe Work Planning

If there is a possibility that gas could be discharged into the work area during alterations, repair or additions, then the work must be planned, giving due consideration to the following:

- (a) ventilation of the work area,
- (b) estimating the quantity of gas that could be released into the work area from the pipework and/or meters and equipment,
- (c) noting the specific gravity and **gas pressure** in the piping system,

- (d) estimating the period of time the gasfitter may have to work in a contaminated gaseous atmosphere,
- (e) identifying and making safe the possible sources of ignition, e.g. electrical equipment, appliance and switchgear, portable electric power tools.

### 3.3 Precautions against Electrocutation or Spark from an Electrical Fault

Due to an electrical fault, copper or steel piping can become electrified and if the circuit is broken there is a potential risk of electrocution or creation of a spark which may ignite any gas at the point of break in the circuit. These circumstances can result in injury, damage to property or harm to the environment.

When a metal pipe is to be cut, or a component or fitting is to be disconnected from a **gas installation**, a suitable metallic bridging device (bonding straps) must be installed across the intended cut or break to ensure electrical continuity. The bonding straps must not be removed until the work is complete.

### 3.4 Gas Supply Pressures Exceeding 3 kPa

Pipework containing gas supply at pressures greater than 3 kPa must not be disconnected or opened unless the gas has been turned off and the pressure in the piping reduced to atmospheric. If there is any danger involved in opening the pipework because of location or other conditions, then the piping and work area must be purged of supply gas, even if the volume of gas is at atmospheric pressure in the pipework.

Where a **licensed person** is performing **Gasfitting Work** and is unable to shut off the gas, **Jemena** must be notified and arrangements made for **Jemena** to close off the supply before work is started.

### 3.5 Gas Supply Pressure Not Exceeding 3 kPa

If the gas supply cannot be shut off, but the pressure is less than 3 kPa (e.g. a **consumer service** pipe without a control valve), the **Gasfitting Work** may be started by blocking off or wadding the supply. This will make the work conditions safer, provided that:

- (a) the person performing the work is wearing an approved gas mask,
- (b) the person performing the work is assisted by a competent and mature observer to watch from a safe distance and help in case of an emergency, and
- (c) the work area is open, well ventilated and not inside a building or enclosure.

If the work to be carried out is inside a building and the gas supply cannot be shut off, and the work is not being performed on behalf of **Jemena**, then the **licensed person** authorised to perform the work must obtain specific approval for the procedure to be used from **Jemena** before the work is started.



### **3.6 Seals on Metering Equipment and any other Utility Owned Asset**

Seals on inlet or outlet openings of metering equipment or any other **Jemena** asset must not be removed except by authority of **Jemena**.

### **3.7 Meter Operating Pressure**

The setting of **Jemena's** gas meter operating pressure is the responsibility of **Jemena**. If the work is not being performed on behalf of **Jemena** and the pressure needs adjusting, the **licensed person** must advise **Jemena** before commencing work.

To be superseded by Version 1 on 01/03/18



## PART 4 UTILITY SERVICE

### 4.1 General

When **Jemena** has given supply approval, it will provide a **utility service** to a service supply point in the public thoroughfare approximately 225mm outside the **property boundary**. That point will normally be located where the **property boundary** is closest to the **gas main** unless otherwise agreed and approved by **Jemena**. A **consumer** is not entitled to more than one service supply point to any one continuous property.

If a **utility service** is needed in a different location to that normally provided and the work is not being performed on behalf of **Jemena**, the **licensed person** must ask **Jemena** for approval for the alternative location. Where it is necessary to re-locate a **utility service**, the **licensed person** must ask **Jemena** for a quotation for all charges involved in performing the re-location before starting any work on the **consumer's** property.

No person is permitted to alter or interfere with a **utility service** without specific approval from **Jemena**, except where a hazard may exist. In this instance, temporary repairs may be carried out to reduce the hazard until **Jemena** workmen arrive to make a permanent repair. **Jemena** must be notified immediately.

### 4.2 Property Boundary Control Valve

In addition to the valves required by these Rules, associated codes or standards, a **property boundary control valve** must be installed when:

- (a) the **consumer service** enters a building where it is difficult to get to the meter in an emergency,
- (b) the **consumer service** passes under a building or other permanent structure where gas may collect or cause a hazard,
- (c) the meter or regulator is difficult to reach in an emergency,
- (d) the pipework connecting the **utility service** to the **consumer service** crosses private land not included in the title of the property served,
- (e) two or more **consumer service** risers are extended to different floor levels of a multi-storey building,
- (f) the **consumer service** is supplied from a secondary main, or,
- (g) the **consumer service** is for high-rise buildings.

### 4.3 Property Boundary Control Valve location and design

A **property boundary control valve** must be of the quarter turn type and located in an accessible place in the public thoroughfare 225 mm out from the building alignment.

**Property boundary control valves** below ground must be of an approved spherical ball or butterfly design and be tested at the maximum test pressure for its location. The valve head must meet the standard dimension of 28.5 mm square.

### 4.4 Property Boundary Control Valve Key

A valve key matching the valve head must be left in the gas meter housing or other approved place, handy for use in an emergency.

### 4.5 Valve Box and Cover

The **property boundary control valve** must be located in an approved valve box. The valve box must have a hinged or removable lid, identified by the letter 'G' or 'Gas' on the top. The valve box cover must be flush with the finished ground surface.

To be superseded by Version 1.0 01/03/18

## PART 5 INSTALLATION OR REPAIR WORK CARRIED OUT ON THE CONSUMER SERVICE

Any person installing or replacing all or any part of the **consumer service**, where that work is not being done on behalf of **Jemena**, must obtain **Jemena's** authorisation before undertaking the work as prescribed in *Part 2 – Authorisations to Perform Gasfitting Work* of these Rules.

### 5.1 General

The **consumer service** must end so that it can connect with the **utility service** approximately 225 mm outside the **property boundary** in the public footpath or thoroughfare. The following conditions must be met:

- (a) the **consumer service** must terminate with an approved **property boundary control valve**,
- (b) if the **consumer service** pipe diameter is 50 mm or less, then it must end with a BSP thread, above this size a flange should be used. The grade of the flange must be at least equivalent to USAS (ASA) class 150 (this applies in spite of the requirements of condition (a) above),
- (c) the terminal must be at right angles to the line of the **gas main**,
- (d) there should be no poles, pits, manholes or other obstructions between the service connection point and the **gas main**, and
- (e) the depth of the **consumer service** at the **property boundary** must be no less than 450mm from the ground surface and at least 50mm clearance between the top of any **property boundary control valve** spindle and the finished ground level.

### 5.2 Standards for Consumer Service Pipe

The installation, repair or replacement of a **consumer service** pipe must be performed in accordance with the requirements of the following codes and standards:

- (a) AS/NZS 4645 *Gas distribution networks* (series comprising AS 4656.1 *Network Management*, AS 4645.1 *Steel Pipe Systems* and AS 4656.3 *Plastic Pipe Systems*),
- (b) AS 5601 provides limiting conditions for copper tube, fittings and jointing. **Jemena** will accept an operating limit of 400kPa for Type A and B Copper Tube. **Jemena** prohibits the use of composite pipe,
- (c) AS 5601 for venting of pressure reduction equipment and or pressure limiting devices,

### 5.3 Sizing the Consumer Service

AS 5601 should be used for determining **consumer service pipe** sizing. Where the materials or conditions are not referenced in AS 5601 a recognised formula or pipe-sizing methodology must be used.

On an existing **gas installation** where additional gas load is required, the existing piping, meter and regulator should be checked to ensure that adequate capacity is available for the additional load.

The following information will be required prior to pipe sizing:

- (a) The type of gas, including the heating value (MJ/m<sup>3</sup>) and relative density (RD).
- (b) The gas consumption of each appliance (MJ/h).
- (c) An allowance, if any, where there is a probability that not all appliances will be used at the same time.
- (d) The minimum pressure available at the start of the **consumer service**.
- (e) The allowable pressure drop. The pressure drop must be such as to ensure that at least the minimum inlet pressure required by the **basic metering equipment**.
- (f) The proposed layout of the **consumer service** including all pipe lengths and the location of each meter.

### 5.4 Maximum Allowable Pressure Loss

Maximum pressure loss between the path valve (225 mm outside the **property boundary**) and each meter control valve must be no more than 0.75 kPa if the supply pressure is less than 7 kPa and 1.5 kPa if the supply pressure is 7kPa and over.

### 5.5 Utility Standby Arrangements call 1300 665 380

Where **Gasfitting Work** is not being performed on behalf of **Jemena**, the **licensed person** must obtain authorisation from **Jemena** and give at least 48 hours notice when requesting **Jemena** standby arrangements for repairs or alterations to a **consumer service** (emergencies excepted). Charges apply for this service.

### 5.6 Pressure Testing the Consumer Service

The following must be adhered to when pressure testing a **consumer service**:

- (a) Pressure testing must be against approved valves or sealed caps and must not be against valves that are connected to a **utility service** (live path valve) or squeeze off clamps

- (b) Connect a suitable pressure gauge and pressurise the **consumer service** with air or nitrogen to 300 kPa or 1.4 times the maximum inlet pressure, whichever is the greater.
- (c) Isolate the pressure source and allow a suitable period for the temperature of the testing medium within the **consumer piping system** to stabilise.
- (d) For **consumer services** with a volume not exceeding 30 L (0.03 m<sup>3</sup>), there is to be no loss of pressure during a test period of 15 minutes.
- (e) Where the pipe volume exceeds 30 L, the test period required in (d) is to be extended by 15 minutes for every additional 30 L or part thereof, see Appendix D in AS5601 for pipe lengths with a volume equivalent to 0.03 m<sup>3</sup>.
- (f) The test period indicated is for where a Bourdon gauge testing instrument is used. Where another instrument such as a pressure recorder is used, the test duration must comply with the requirements of AS5601.

### 5.7 Pipework and components not subjected to the pressure test

All joints that have not been pressure tested as part of the **consumer service** pressure test must be tested with leakage detection fluid in the following manner:

- (a) Ensure that the section or joint is pressurised to operating pressure.
- (b) Spray leakage detection fluid over entire joint/s.
- (c) Check for leaks by visually inspecting joints for bubbling or foaming.
- (d) Repair any joints or replace any defective fittings, components or pipe that indicates a leak, and re-test.

### 5.8 Purging

The consumer service must be purged independent of the basic metering equipment.

Purging is carried out to avoid the possibility of an explosive air/gas mixture existing within the pipework. Purging is the displacement of:

- (a) air, or an inert gas, by a fuel gas, or
- (b) a fuel gas by air, or an inert gas.

Nitrogen is the preferred inert gas.

### 5.8.1 Precautions before purging commences

The following precautions should be taken before purging commences:

- (a) Do not commence any purging operation until a purge area has been defined, made safe and cleared of all ignition sources, e.g. naked flames, pilot lights, electrical switchgear, etc.
- (b) Do not allow smoking or cell/mobile phones in or near the purge area.

### 5.8.2 Purging a small volume installation with gas to remove air

A small volume **gas installation** is one with a total installed pipe volume of up to 0.03 m<sup>3</sup> (30 litres).

Refer to AS5601 for lengths of pipe based on nominal pipe size and material type for approximate volume of 0.03 m<sup>3</sup>.

Recommended Purge Procedure

- (a) Plan a method of purging that will ensure that no pockets of air will be left within any part of the **consumer piping**.
- (b) Ensure that there are no open ends.
- (c) Where adequate ventilation cannot be assured use flexible piping to direct the purged gas to a suitable open area.
- (d) Ensure the area is well ventilated, unconfined and free of possible ignition sources, mechanical air inlets or other potential hazards.
- (e) Any branches off the main run will also require purging. Ensure such branches are fitted with a plug or cap.
- (f) Limiting the minimum velocity of gas flow to 0.6m/s within the pipes

To ensure a complete purge one of the following methods must be used,

- (a) Purge burner
- (b) Gas detector
- (c) Timed purge

Purging must be conducted as a single continuous process from start to end.

### 5.8.3 Purging a large volume installation with gas to remove air

A large volume **gas installation** is one with a total installed pipe volume exceeding 0.03 m<sup>3</sup>.



Where the volume of the pipe exceeds 30 litres **Jemena** must be contacted for approval of a suitable method.

To be superseded by Version 1 on 01/03/18



## **PART 6      INSTALLATIONS OR WORK CARRIED OUT ON THE CONSUMER PIPING SYSTEM**

### **6.1      Jemena Requirements**

All work carried out to install or repair a **consumer piping** system must be in accordance with Australian Standard 5601 (Gas Installations), any other applicable Australian Standard and the *Gas Supply (Safety and Network Management) Regulation 2008*.

To be superseded by Version 1 on 01/03/18



## PART 7 BASIC METERING EQUIPMENT AND REGULATOR SETS

### 7.1 Jemena's Requirements

All work carried out to install or replace all or any part of **basic metering equipment** must be in accordance with AS 5601 (Gas Installations), any other applicable Australian Standard, the *Gas Supply (Safety and Network Management) Regulation 2008* and these Rules.

Any person installing or replacing all or any part of **basic metering equipment** owned or managed by **Jemena**, where that work is not being done on behalf of **Jemena**, must obtain **Jemena's** authorisation before undertaking the work as prescribed in *Part 2 – Authorisations to Perform Gasfitting Work* of these Rules.

### 7.2 General

**Meter sets** or **meter kits** and regulator sets/kits are issued to the installer by **Jemena** as pre-designed, prefabricated assemblies equipped with all necessary fittings and components to be able to supply gas in accordance with specifications and procedures.

**Meter sets** or **meter kits** and regulator sets/kits have their outlet pressure adjustments sealed to prevent unauthorised adjustment. The regulator setting must not be altered without prior approval from **Jemena**. Depending upon connected gas load (appliances) and available supply pressure, the standard regulator settings are 1.38kPa. 2.75kPa. 5kPa. 35kPa. or 100kPa. Other settings may be chosen by **Jemena** in specific cases.

### 7.3 Pressure Loss across the Gas Meter

Pressure loss between the inlet of the meter (metering pressure) and the outlet of the meter.

Inlet Meter Pressure (kPa)	Pressure drop across the meter (kPa)	Recommended Outlet Meter Pressure (kPa) to be used when pipe sizing
001.38	0.125	1.255
002.75	0.250	2.500
005.00	0.500	4.5
035.00	0.500	34.5
100.00	0.500	99.5

### 7.4 Prohibited Meter Location

Metering equipment must not be installed in the following locations unless specifically approved by **Jemena**:

- (a) a bedroom,
- (b) a lift shaft or lift motor room,

- (c) a room specifically intended for electrical switchgear,
- (d) a fire-isolated stairway or passage,
- (e) a fire hydrant duct or hose reel cabinet,
- (f) sprinkler or hydrant pump room,
- (g) near a source of ignition,
- (h) in a position that would obstruct egress from a building,
- (i) in a position where the meter would be subject to physical damage unless adequately protected,
- (j) in an area where excessive temperatures or sudden excessive changes in temperature may occur,
- (k) in an area of excessive vibration,
- (l) in the foundation area under a building,
- (m) in a cavity wall, unless installed in a ventilated enclosure which meets the requirements of **Jemena**, and the cavity is sealed,
- (n) in a position where access for reading or maintenance is restricted,
- (o) in an unventilated position, or
- (p) on the ground, a floor which is frequently wetted or on a floor which contains material which may corrode the meter.

## 7.5 Installation and Commissioning

**Meter kits** and Regulator Kits (Boundary Regulators) must be installed in accordance with installation procedures included in kit packaging. The regulators in these kits are preset and sealed. Fabricated **meter sets** (Steel and Copper) must be commissioned by authorised **Jemena** personnel.

## 7.6 Purging of the Meter Kit

In addition to Part 5.9, the volume of purging medium to be used when purging a gas meter must equal five times the volume held by the meter.

Utilising the test dial on the meter index is the recommended method of ensuring the correct amount of purging medium has passed through the meter.

## 7.7 Meter Control Valves

Meter control valves must be of the quarter turn type and the design must be approved for the conditions of use.

## 7.8 Meter Bars

In locations where the **consumer service** pipe and/or meter riser are plastic (e.g. nylon) a prefabricated meter bar assembly must be used where the meter size is no larger than 21 m<sup>3</sup> badged capacity, and is not of rotary meter type.

## 7.9 Meters and Meter Kits with a flow capacity of less than or equal to 75m<sup>3</sup>/hr

Meters and **meter kits** supplied by **Jemena** must be installed in accordance with these Rules and the installation instructions supplied with the **meter kits**.

**Meter kits** must not be altered in any way or the seals tampered with.

## 7.10 Meters and Meter Sets with a flow capacity of greater than 75m<sup>3</sup>/hr

**Meter sets**, typically high pressure and secondary **meter sets**, are supplied and installed by **Jemena**.

Note: **Jemena** may give authorisation for a **licensed person** to install high-pressure **meter sets**.

## 7.11 Meter Identification

Where two or more meters are installed, each meter must be identified by clear markings that indicate the building or part of the building supplied by the meter.

## 7.12 Flanged Meters

Flanged meters must be connected with rigid pipe, using flanges of a type and standard that matches the flange connection on the meter.

## 7.13 Meter By-pass

If an uninterrupted supply of gas is essential **Jemena** must be notified at the time of requesting supply to enable **Jemena** to determine the suitability of a permanent meter by-pass. Meter by-passes are usually installed in the following conditions:

- (a) continuously operated industrial or commercial processes e.g. galvanising kettles,

- (b) public and large private hospitals,
- (c) processes carried out regularly during late evening and early morning, e.g. bread baking, or
- (d) air conditioning systems under continuous operation.

The authority to fit a by-pass must be obtained from **Jemena** prior to a by-pass being fitted.

Meter by-pass valves are sealed in the closed position and must not be operated unless authorised by **Jemena**.

#### 7.14 Meter Supports

Gas meters having a gross weight under 26 kg must be securely supported by the connecting pipework and rigid metal meter connections, and be clear of the ground or base. Connecting pipework must not put any strain on the meter.

Gas meters having a gross weight of 26 kg or more, must be securely supported on a suitable base, bracket, or platform sized to withstand the total weight of the meter.

#### 7.15 Meter Handling

When transporting, storing, moving, installing or changing meters:

- (a) handle with care to prevent damage, place carefully and do not drop,
- (b) cap or seal their inlet and outlet connections from the atmosphere,
- (c) keep upright,
- (d) keep clear of ignition sources if the meter has previously contained gas,
- (e) prevent contamination by liquids or solids, and
- (f) install in accordance with relevant instructions and requirements as outlined in the drawings.

#### 7.16 Returning a Gas Meter

When meters are disconnected for returning to **Jemena**, the person performing the work must:

- (a) cap off the **consumer service** pipe in the case of billing meters,

- (b) cap off the meter inlet pipe and **consumer piping** system,
- (c) attach an identification label stating the address from which the meter is being returned and the **master meter** number, if applicable,
- (d) return the meter to **Jemena** within 48 hours, and
- (e) complete a “Home of Meter” notice.

### 7.17 Meter Change / Meter Upgrade

When the gas flow requirements change and requires a larger meter to be installed, the person performing the work must:

- (a) notify the **gas retailer**,
- (b) contact **Jemena** on 1300 722 914 for authorisation,
- (c) attach an identification label to the old meter stating the address from which the meter was disconnected,
- (d) install the new meter,
- (e) provide a **leak test certificate** (and a **certificate of compliance** if the work is not performed on behalf of **Jemena**) for the **gas installation to Jemena**, and
- (f) return the old meter to **Jemena**.

### 7.18 Minimum Fixing Height

Meters to 28 m<sup>3</sup> capacity must be installed with a minimum clearance of 25 mm between base of the meter and the ground level or floor, or other fixed support under the meter.

Meters over 28 m<sup>3</sup> capacity (except rotary or turbine type meters) must have a minimum 150 mm clearance between the base of the meter and the floor. The meter must be adequately supported to hold the weight of the meter.

### 7.19 Maximum Fixing Height

Meters must not be installed higher than 1700mm from ground level to the top of the meter support bracket (meter bar) unless specifically approved by **Jemena**.

### 7.20 Meter Set Regulator

The **meter set** regulator must be installed and ventilated according to the code requirements for regulators in AS 5601.

## 7.21 Safety Shut Off Systems

Automatic fast acting safety shut off valves installed close to **meter kits** or **meter sets** can cause over pressure protection devices within the **meter kits** or **meter sets** to be activated if the automatic fast acting safety shut off valve closes. This should be taken into account when designing installations.

## 7.22 Meter Set Enclosure

When specified by **Jemena** an enclosure will be installed to prevent unauthorised access or damage to the meter/regulator set. The schematic drawing of such an enclosure is shown in Fig .1. No other equipment, such as water meters, pumps, compressors, fire hydrants etc must be placed within this compound unless authorised to do so in writing from **Jemena**.

Such housing or protection must:

- (a) have enough clearance to allow changing and servicing of the **meter set**, and
- (b) be ventilated according to the code requirements of AS 5601 Gas Installations.

### 7.22.1 Installation in an Open Enclosure

**Meter sets** (Copper and Steel) and Regulator Sets with a capacity greater than 75m<sup>3</sup>/h must comply with the following requirements:

- (a) the location of a **meter set** / regulator set must be approved by **Jemena** at the building/site design stage,
- (b) the security compound surrounding the **meter set** / **meter kit** must be as per Fig. 1 and locked with an **Jemena** supplied padlock,
- (c) the security compound must have two entry/exit doors located at opposite sides of the runs,
- (d) ventilation of a walled enclosure must comply with AS/NZS 2430.3.1,
- (e) within hazardous areas the boundaries must be greater than the **meter set** enclosure,
- (f) electrical equipment installed on metering equipment must comply with AS/NZS 2381.1 Electrical equipment for explosive atmospheres and AS/NZS 3000 Electrical installations,
- (g) **meter sets** / regulator kit must be installed with adequate clearance for maintenance work to be performed and comply with Fig. 1,

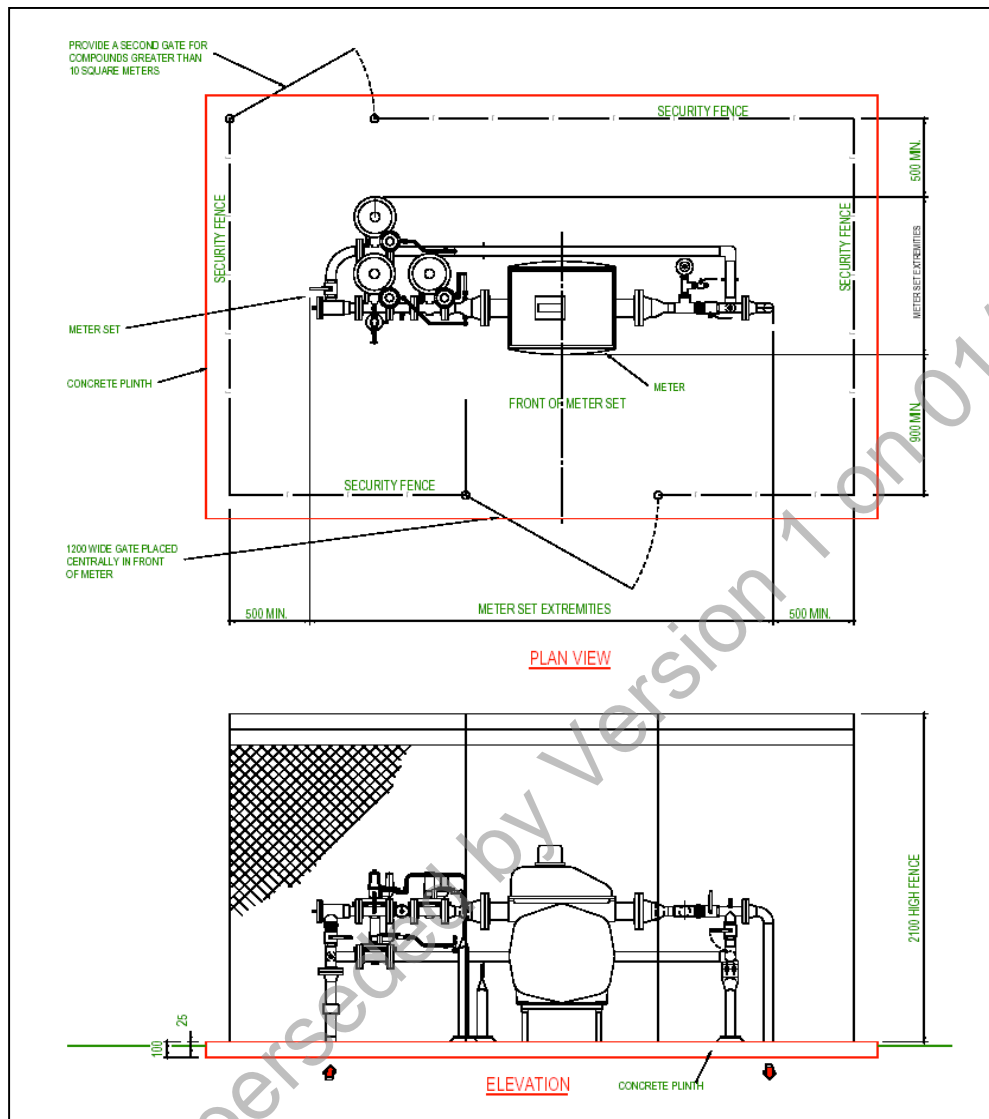
- (h) the compound floor of the **meter set** / regulator set must be constructed of concrete and be level, and
- (i) appropriate permanent safety barriers (e.g. Armco railing) must be installed between a gas/regulator set and adjacent vehicular traffic path. (see Fig 2)

### 7.22.2 Installation in an enclosed area

**Meter sets** (Copper and Steel) and Regulator Sets with a capacity greater than 75m<sup>3</sup>/h must comply with the following requirements:

- (a) a room where a **meter set** / regulator set is installed must be situated by an external wall at ground level of the building with adequate ventilation for engulfment protection, unless specifically approved by **Jemena**,
- (b) the enclosure's walls and door must have a fire resistant rating of two hours,
- (c) the enclosure's ventilation must comply with AS 5601,
- (d) ventilation by mechanical means must only service the **meter set** / regulator set enclosure only and not vent any other area of the building,
- (e) any **meter set** / regulator set ventilation duct that passes through a wall must be fitted with a fire damper,
- (f) the enclosure must be fitted with a gas detector and that gas detector must be monitored at all times,
- (g) instrumentation and electrical equipment installed within an enclosure must comply with *AS/NZS 2381.1 Electrical Equipment for Explosive Atmospheres* and *AS/NZS 3000 Electrical installations*,
- (h) installation in confined space should be avoided, and
- (i) a **meter set** / regulator set must not be installed in a room containing an unsealed grease trap.

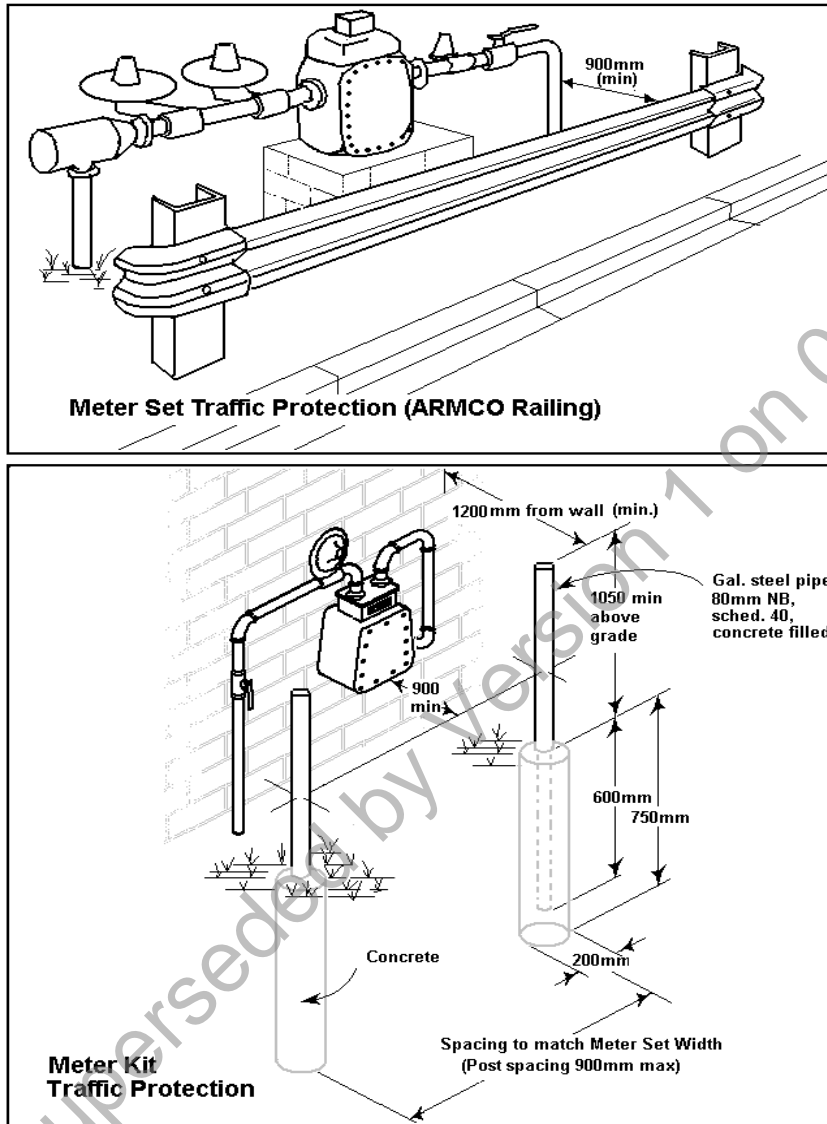
Figure 1



To be superseded by Version 7 on 01/03/18



Figure 2



## 7.23 Meter Sets in High Rise Buildings

### 7.23.1 General

Where a gas **meter set** is located in a room or enclosure in a high rise building, the door of this room must not open directly onto a fire stair or fire corridor.

### 7.23.2 Meters in Plant Rooms

Gas **meter sets** may be located in plant rooms in which gas fired equipment is located. The enclosing walls and door must have a fire resistance rating of two (2) hours and ventilation must comply with AS 5601.

### 7.23.3 Secondary Meter Set Enclosures

Where a Secondary **meter set** is being installed, the following must apply:

- (a) if the **meter set** is located inside the building, then the **meter set** must be enclosed in a two (2) hour fire rated enclosure,
- (b) if the **meter set** is located outside the building, then the **meter set** must be suitably protected against impact,
- (c) the **meter set** enclosure must be ventilated according to AS 5601,
- (d) if ventilation is by mechanical means, it must be limited to the gas **meter set** enclosure only, and it must not vent to any other area of the building,
- (e) where the **meter set** enclosure venting duct passes through a wall, it must be fitted with a fire damper,
- (f) a gas detector must be installed inside an internal secondary **meter set** enclosure, and be monitored at an approved central location, and
- (g) if the internal enclosure is designed to accommodate workmen, then the enclosure must be fitted with a fire sprinkler.

## PART 8 COMPLETION OF GASFITTING WORK

### 8.1 Leak Test Certificate

Immediately before the person performing any **Gasfitting Work** completes the work, that person must conduct a leak test in accordance with Clause 6(4) of the *Gas Supply (Safety and Network Management) Regulation 2008* to ensure that the **gas installation** is safe to connect to the gas network.

If the leak test demonstrates the **gas installation** is safe to connect to the gas network, then the leak test certificate must:

- specify that the **gas installation** has been tested and the gas supply to the premises has been established or re-established or is ready to be established or re-established, and
- be provided to **Jemena** and the **consumer** within seven (7) days after the test is completed.

If the leak test demonstrates that the **gas installation** is unsafe to connect to the gas network, then the leak test certificate must:

- specify that the **gas installation** is defective and unsafe to connect to the gas network, and
- be provided to **Jemena** and the **consumer** as soon as practicable after the test is completed.

The person who performs the test must keep a copy of the leak test certificate for five (5) years from the date on which it was issued.

Note: for a new **consumer service**, **Jemena** requires that the leak test certificate be provided before **Jemena** will install the **utility service** and connect to the **property boundary control valve**.

An example of a *Leak Test Notification Form* is set out in Appendix A.

### 8.2 Certificate of Compliance

Immediately after a **licensed person** performs any **Gasfitting Work**, the **licensed person** must issue a certificate of compliance with respect to that **Gasfitting Work** to the owner of the installation, or to a person having the control or management of the installation, in accordance with Clause 29F of the *Gas Supply (Safety and Network Management) Regulation 2008*.

The certificate of compliance must also be provided to **Jemena** within seven (7) days after the **Gasfitting Work** is completed.

The **licensed person** who issues the certificate must keep a copy of the certificate of compliance for five (5) years from the date on which it was issued.

An example of a *Certificate of Compliance* is set out in Appendix B.

### 8.3 Correction of Defective Work

At the request of **Jemena**, a **licensed person** must:

- (a) correct any defects, and
- (b) carry out these corrections without undue delay.

### 8.4 Non-compliance with these Network Operator Rules

**Jemena** may require that the gas supply to any **gas installation** or part of any **gas installation** be withheld or withdrawn if the **licensed person** has not complied with these Rules.

### 8.5 Penalty for Non-Compliance with Network Operator Rules

Where a **licensed person**, through neglect, refusal or undue delay fails to comply with these Rules or causes any danger to life, health or property, or a supply of gas to be withheld, **Jemena** may:

- (a) authorise another **licensed person** to complete the installation, or
- (b) complete the installation itself and recover costs from the **licensed person** for the work involved, or
- (c) inform the Office of Fair Trading for possible action to be taken against the **licensed person**.

### 8.6 Reliance on Certificates

Where a certificate is provided to **Jemena** under these Rules, **Jemena** relies on that certificate as evidence of what it certifies.

## PART 9 TYPE B APPLIANCE APPROVALS

### 9.1 Type B Appliance

A **Type B appliance** must comply with the requirements of AS 3814 and be approved by **Jemena**.

A person wishing to install, modify or relocate a **Type B appliance**, must lodge a submission and design with **Jemena** at least fourteen (14) days before commissioning gas is required.

Contact **Jemena** on 02 9721 9000 for submission details and to book a compliance check.

### 9.2 Gas Supply to a Type B Appliance

**Jemena** will supply gas for:

- (a) commissioning purposes only, once it receives the submission required by these Rules and **Jemena** is satisfied that the submission and design are acceptable, or
- (b) continued use where commissioning and subsequent testing has shown that the appliance meets the requirements of AS 3814 and these Rules.

## Appendix A - Leak Test Certificate



### Leak Test Notification Form

Jemena Asset Management Pty Ltd ABN 53 086 013 461

No. \_\_\_\_\_

This form must be filled out by anyone who carries out a leak test on a gas installation.  
A gas installation refers to all components from the boundary of the premises to the connection point of the appliance.

NAME OF GAS CONSUMER (IF NOT KNOWN, PLEASE STATE NAME OF GAS INSTALLER)		
FULL ADDRESS OF THE GAS INSTALLATION		
METER NUMBER		
DATE OF TEST		
NAME OF PERSON CARRYING OUT THE TEST		
NAME OF EMPLOYER OF PERSON CARRYING OUT THE TEST		
LICENSE NO. & DETAILS OF THE ABOVE PERSON OR EMPLOYER		
<b>RESULTS OF TEST</b>		<b>Tick One</b>
GAS INSTALLATION TESTED AND IS <b>SAFE</b> TO CONNECT: (OR GAS SUPPLY HAS BEEN READY OR IS READY TO BE ESTABLISHED OR RE-ESTABLISHED)		<input type="checkbox"/>
GAS INSTALLATION IS DEFECTIVE AND <b>UNSAFE</b> TO CONNECT: <b>NOTE: IF YOU TICK THIS BOX, PLEASE PROVIDE DETAILS BELOW</b>		<input type="checkbox"/>
DETAILS OF FAULTS IDENTIFIED		

White: Consumer Copy Blue: Jemena Copy Yellow: Copy must stay in book

35-6118

To be superseded by Version 1 on 01/03/18



Appendix B - Certificate of Compliance

**Certificate of Compliance with Gas Installation Code AS 5601 and Jemena Gas Networks (NSW) Ltd. Gas Fitting Rules.** Jemena Copy

Installation of Regulated Gas & Associated Equipment Jemena Gas Networks (NSW) Ltd. A.B.N. 87 800 004 202

	<b>Type of Appliance Installation</b>	<b>I have installed the following appliance/s</b>	
Owner/Occupier	Gas to Gas	<input type="checkbox"/> Cooker	<input type="checkbox"/> Pool/Spa Heater
Job Address	Electricity to Gas	<input type="checkbox"/> Wall Oven	<input type="checkbox"/> Ducted Heating/Central Heating
	Other Fuel	<input type="checkbox"/> Cooktop	<input type="checkbox"/> Fixed Space Heater
Summary of work performed		<input type="checkbox"/> Storage HWS Internal	<input type="checkbox"/> Bayonet Fitting
		<input type="checkbox"/> Storage HWS External	<input type="checkbox"/> Log Fire
		<input type="checkbox"/> Continuous HWS Internal	<input type="checkbox"/> BBQ
		<input type="checkbox"/> Continuous HWS External	<input type="checkbox"/> Other
		<input type="checkbox"/> Gas Sourced Solar HWS	
		<input type="checkbox"/> Gas Airconditioning	
<b>Gas Meter Details</b>	Meter No.	Location on Site	<b>CUSTOMER TYPE</b>
			<input type="checkbox"/> Existing Gas Customer
			<input type="checkbox"/> New Gas Connection <input type="checkbox"/> New House <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial

I, \_\_\_\_\_ hereby certify that the whole installation or modification detailed above has been carried out by me, in accordance with the current requirements of the Gas Utility and Gas Installation Code AS 5601. I further certify that all tests required by the said Code, have been carried out and that the entire installation is free from any leakage.

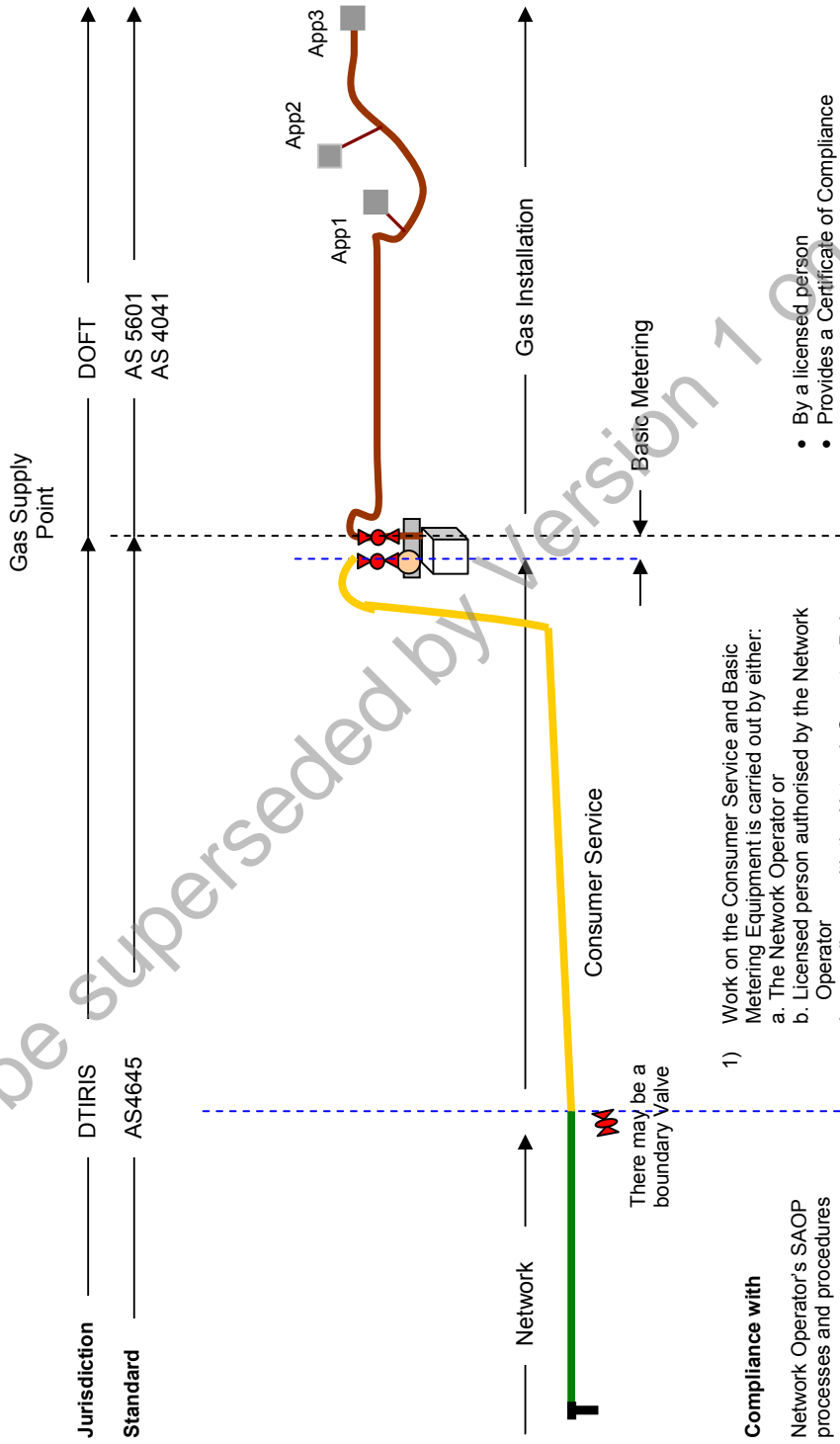
Licensed's Signature \_\_\_\_\_ Licence No. \_\_\_\_\_ Date \_\_\_\_\_  
 Address \_\_\_\_\_ Tel. \_\_\_\_\_

**This copy to be forwarded by the licence holder to Jemena Gas Networks (NSW) Ltd. PO Box 6607 St Leonards NSW 1585 within 7 days of job being completed.**

NS 2006 NCR 0.01

To be superseded by Version 4.0 on 01/03/18

## Appendix C - Diagram outlining Network Connection Jurisdictions



### Compliance with

Network Operator's SAOP processes and procedures

- 1) Work on the Consumer Service and Basic Metering Equipment is carried out by either:
  - a. The Network Operator or
  - b. Licensed person authorised by the Network Operator
 In compliance with the Network Operator Rules

- By a licensed person
- Provides a Certificate of Compliance

2. Upon completion of works the Gas installation is to be leak tested.

Note: Where work is done by other than Network Operator (or contractor) Network Operator Rules to require leak check of Consumer service.