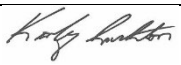




Safe Work Practice (SWP)

Name of Task: Compressed Gas	
Department/Unit: Trades	
Personal Protective Equipment or other required equipment or other safety considerations: <ul style="list-style-type: none">• Eye Protection Required• Long or loose hair must be tied back or contained• No loose-fitting clothing• No jewelry, watches, rings, necklaces etc.• Protective Apron Required• CSA Approved Safety Footwear required• Hearing Protection Required	
Hazards: <ul style="list-style-type: none">• Burns• Fumes• Explosion• Fire	
Required Training	<ul style="list-style-type: none">• Successful completion of NBCC Safety Course (Work Safely or Workplace Safety Practices)• Shop safety orientation• Read and understand SWP• For students, practical demonstration and Instructor supervision required
Pre-Operational Safety Checks	<ul style="list-style-type: none">• Inspect required personal protective equipment and replace if required.• Ensure no slip/trip hazards are present in workspaces and walkways.• Make sure guards, if present, are installed and are working properly.• Faulty equipment must not be used.• Immediately report suspect machinery. Locate and ensure you are familiar with the operation of the ON/OFF switch
Prohibited Activities	<ul style="list-style-type: none">• Do not Smoke (Fire Hazard)• Do not leave this equipment unattended while running.• Do not drop tanks or handle roughly• Never use a tank with a leaking valve• Never use a flame to test for leaks• Do not attempt to repair acetylene or LP-Gas tanks• Never use a tank as a roller or support Never use a hammer, wrench, or pliers on a tank equipped with a handwheel.• Never allow full tank pressure to enter hose; always use a regulator.• Never leave a torch unless gas flow has been shut off.• Never open an Acetylene cylinder valve more than one full turn; then, in case of fire, the valve can be closed immediately.
Steps to be taken to complete task safely:	
1	Wear appropriate personal protective equipment (PPE). Connecting Regulator
2	After removing valve cap, open valve for a moment to clear opening of dust or dirt particles.

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3	Attach regulator to tank and securely tighten with a wrench.
4	Attach hose to regulator outlet and torch. Securely tighten all connection nuts with a wrench.
5	After attaching regulator, hose, and torch see that adjusting screw of the regulator is released (backed-off), before cylinder valve is opened.
6	Always keep the Acetylene cylinder valve key or wrench on the cylinder while in use.
7	Before regulator is removed from a cylinder, close the cylinder valve and release all gas from regulator.
8	The wrench used for opening the cylinder valve should always be kept on the valve stem when cylinder is in use.
Testing for Leaks	
9	Turn pressure-adjusting screw in all the way
10	Brush leak detection solution onto tank valve, regulator connectors, torch, and vent hole on regulator. Inspect for leaks.
11	If there is a leak on a connector try tightening the connection to stop the leak. If the vent hole is leaking the regulatory is faulty. Do not use regulatory and notify instructors of faulty regulator.
12	If the valve stem leaks, notify instructors and tag it to indicate leaking valve stem.
	<p>If an emergency occurs while conducting this task, or there is an equipment malfunction, shut the equipment off immediately and follow the lock out procedure.</p> <p>REPORT ANY HAZARDOUS SITUATION TO YOUR INSTRUCTOR/SUPERVISOR IMMEDIATELY</p> <p>Housekeeping</p> <ul style="list-style-type: none"> • Ensure equipment is off. • Place all materials in their proper storage areas. • Always use and store cylinders in the upright position • Always shut off tanks, drain hoses, and release regulators after use. • Ensure the equipment is safe, clean and tidy before you leave it.
Responsibilities, Completion and Review	
<i>Management and workers to ensure all duties performed in accordance to training, established health and safety regulations/guidelines, policies and procedures (e.g. utilizing personal, protective equipment as per SAFE Work Procedures). Notify Manager or designates (i.e. supervisors) of all occurrences, injuries illnesses or safety and health concerns which are likely to harm themselves, co-workers, or any others who enter the premises.</i>	
Completed by and Date: Ashley Ritchie, 1/28/2021	Approved by: 
Last Reviewed / Revised by and Date:	Note: This task will be monitored periodically to ensure compliance and effectiveness.

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