

# 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.

<b>LICENSING REQUIREMENTS AND FILINGS</b>		
<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)
<b>PAINTING AND LETTERING REQUIREMENTS</b>		
<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 (2')	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)
<b>DISTANCE AND LOCATION REQUIREMENTS</b>		
<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
<b>INSTALLATION PROTECTION</b>		
<input type="checkbox"/>	Protection from tampering and vehicular traffic	9.140(a)
<input type="checkbox"/>	Installation fencing requirements	9.140(b)

## Cylinder Filling Service Station *(continued)*

<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)
<b>INSTALLATION EQUIPMENT REQUIREMENTS</b>		
<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
<b>Trained and Qualified Personnel</b>		
<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