

Let's talk about...

GAS SAFETY IN YOUR HOME

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**Chester
& District
Housing
Trust**

According to the Gas Safety (Installation and Use) Regulations 1998 we are legally responsible for making sure that all gas appliances, fittings and flues provided for your use are safe.

WHAT IS THE LAW?

According to the Gas Safety (Installation and Use) Regulations 1998 we are legally responsible for making sure that all gas appliances, fittings and flues provided for your use are safe.

This includes central heating boilers and gas fires.

We call the checks that we make 'gas safety checks' or 'gas servicing'. They are carried out at no cost to you. This leaflet explains to you what we have to do, and how you can help us.

OUR DUTIES

As a landlord, we must make sure that:

- A gas safety check is carried out once every 12 months on each fitted appliance or flue at each property by a Gas Safe installer
- A copy of the current safety record check (the Landlord's Gas Safety Record) is given to you within 28 days of the check being carried out and also to any new tenant when they move or when the services are connected

- We do not check appliances that you own, such as gas fires and cookers
- If an appliance fails the safety check, it may be necessary to disconnect it. The engineer will tell us what we need to do to make the appliance safe and we will contact you to agree what we will do and when we will do it
- If you have a gas supply to your property but do not have any appliances, we still need to inspect the pipework inside your home
- Our engineers always carry identification. Always ask to see a Gas Safe Inspector identification card when having work done in your home. This has a photograph and details of the company. You can confirm the details by contacting Gas Safe on **0800 408 5500**

WHAT STANDARDS OF SERVICE CAN YOU EXPECT?

We will:

- Notify you in writing at least two weeks before your annual service is due
- Carry out an annual safety check to your gas heating appliances
- Offer appointments between the hours of 8.00am to 4.30pm Monday to Friday and, where our customers cannot provide access during the working day, 8.00am to 1.00pm on Saturdays

THE ANNUAL GAS SAFETY CHECK

We will carry out an initial examination, including;

- Asking if you have any specific requirements
- Checking the room ventilation
- Making sure that any appropriate warning notices are fixed to the appliances
- Checking the location of the flue
- Visually checking for stains, soot or discolouring of the gas, which may indicate a faulty appliance
- Checking the flame
- Visually checking on the electrical installation

SERVICING A GAS APPLIANCE INCLUDES:

- Isolating the gas, electric and water supplies if necessary
- Ensuring specific manufacturers service and maintenance instructions are fully complied with
- Removing any dust or deposits from within the appliance casing as necessary
- Checking the condition of any electrical connections, cleaning as necessary
- Cleaning the internal parts and checking their condition for any signs of cracking or damage
- Easing and greasing any stiff control taps as necessary
- Checking the case, sight glass and any other seal and replacing if necessary
- Checking the flue for any obstructions and ventilation
- Reconnecting the appliance to the gas and electrical supplies, testing for soundness using leak detection fluid
- Checking the correct working pressure
- Checking the operation of any safety controls including thermostats
- Setting the appliance to burn properly
- Completing all documentation and advising you of any further work required
- Visually checking smoke alarms and carbon monoxide detectors where fitted

YOUR RESPONSIBILITIES

We will contact you when your gas safety check is due. It is important for your safety, that you allow access or make an appointment for the check to be done. You also have a legal responsibility to do so. Gas safety is considered high priority and to arrange an appointment or to discuss any gas related matters, do not hesitate to contact us.

All gas appliances (including gas cookers) owned by you should be checked annually by a Gas Safe registered installer. We may ask you to provide a valid gas safety certificate.

To find a Gas Safe installer call CORGI on 0800 408 5500.

Visit www.gassaferegister.co.uk
Look in the Yellow Pages or Thomson Directory.

If you have had your gas supply disconnected and then arranged for it to be reconnected, you must tell us immediately so that we can arrange to carry out a gas safety check.

WHAT YOU CAN DO TO MAKE SURE YOUR GAS APPLIANCES ARE SAFE TO USE:

- Never use a gas appliance that you suspect may not be working properly
- Under no circumstances try to alter or repair a gas appliance yourself
- Never block any vent, as this will shut out the fresh air that your appliance needs to burn safely

- Check that nothing is obstructing outside grilles, flues or airbricks. This may include shrubs and trees etc
- Only use gas appliances for what they were designed for. For example, do not use a cooker to heat a room
- Take care buying secondhand appliances, make sure that the dealer gives you a written guarantee and always ask for a copy of the user manual
- If you are carrying out a modification to your home which may include fitting a gas appliance, you should notify us beforehand to seek permission so we can offer advice and guidance on alterations or modification work. A Gas Safe registered installer must carry out all work and we will visit you after the work is done to make sure the work has been carried out safely and satisfactorily

GAS LEAKS

If you suspect you have a gas leak in your home, however slight, you should:

- Contact Transco Emergency Freephone on **0800 111 999**
- Do not smoke or strike any matches
- Do not turn electrical switches on or off as they cause sparks
- Do not use any phone at your home to report the gas leak
- Put out any naked flames
- Open any doors and windows
- Keep people away from the area affected
- Turn off the meter at the control valve

CARBON MONOXIDE

Carbon Monoxide (CO) is invisible, odourless and tasteless, CO lives up to its name as the silent killer. Exposure to relatively low levels of this highly poisonous gas can cause brain damage or death.

The risks of CO poisoning can be avoided by allowing access for regular gas safety checks.

Gas safety checks are vital and it is essential that you allow our engineers access. If you don't, we will have no alternative but to take legal action to ensure access.

Your safety is important, so the gas safety check is free!

IF YOU WANT TO KNOW MORE, PLEASE CONTACT US:

Online

Web: www.cdht.org
Email: info@cdht.org

By phone

Freephone: 0808 100 7701

Lines open

Monday to Thursday
8am—6pm
Friday 8am—5pm

Fax: 01244 305690

Minicom: 01244 305500

BY VISITING US AT:

Chester —

Registered Office
Centurion House
77 Northgate Street
Chester, CH1 2HQ.
Monday to Friday
9am—4.45pm

Lache —

Neighbourhood Office
89a Cliveden Road
Lache, CH4 8DT.
Mon, Tues, Thurs and Fri
9am—12pm

Blacon —

Neighbourhood Office
17—18 The Parade
Blacon, CH1 5HW.
Monday to Friday
1.30pm—4.30pm

RESIDENT INVOLVEMENT

We know it makes sense to involve our residents to help improve housing services. Here at the Trust we take every opportunity to give residents **a say!**

Interested? Find out how your views can make a change to the way we do things by contacting the Resident Involvement Team on Freephone 0808 100 7701.

Also available in

অনুবাদ পাওয়া যাবে 可获得翻译版本。 備有譯本 ترجمہ مہیا کیا جا سکتا ہے

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