**Safe Job Procedures**

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| Name of Job: **Changing a Propane Cylinder** | Development Date:**March 30th, 2011** | Developed By:**CSNS** |

**Possible Hazards Present**

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| Explosion | Burns | Muscle strain |  |
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**Personal Protective Equipment (PPE) and Devices Recommended**

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|  Steel toed boots | Gloves | Face shield |  |
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**What is a proper safe job procedure to follow?**

* Check for date of manufacture or the last valid inspection date (10 years or less).
* Visually inspect the cylinder for cuts, gouges, dents and rusting.
* Test for leakage which may render cylinder defective. Use soap or leak detector (service valve, valve, sight gauge, relief valve, vent valve).
* Check that the relief valve fitting is approximately 90O from the locating holes and secure.
* Check service valve for defects (handle broken, spindle bent, defective or missing “O” ring or back up ring.
* Fill valve cover in place (if applicable).
* Check to ensure valve is closed before connecting to coupler.
* Open flow control valve slowly (check for leakage).
* Tag defective cylinder, noting defect and report to a supervisor.