



# Gas safety checks

This leaflet explains the importance of gas safety checks and sets out the responsibilities of both the landlord and tenant to make sure these take place.



182370

**We want to keep you safe and warm in your home. That's why we have a dedicated team of experts to make sure the gas appliances in your home, that we have provided for your use, are safe and working efficiently.**

**We will do this by carrying out regular gas safety checks.**

## **What is a gas safety check?**

The gas safety check is a free check that the Trust will carry out every 12 months to make sure that any gas equipment in your home is safe and working properly.

## **Who will carry out the gas safety check?**

The gas safety check will be carried out by a Gas Safe registered engineer. The Gas Safe Register is the official UK body for gas safety approved by the Health & Safety Executive.



Our engineers will carry Gas Safe photograph identity cards which you can ask to see and check.

## **Why is the gas safety check so important?**

Gas can be dangerous. Regular checks are the best way to reduce any risks.

We also have a legal duty, as your landlord, to carry out a safety check to these appliances every 12 months.

## What's included in the gas safety check?

- We will safety-check any flues, pipe work and appliances that we have provided for your use in your home.
- We will service the appliances to make sure they are working efficiently and to keep the running costs as low as possible for you.
- We will make sure that you know how to operate the appliances and controls.
- Our Gas Safe registered engineers will record the outcome of the safety check and we will give you a copy of this within 28 days of the check being carried out.

## Do you need to do anything?

You need to:

- Keep the appointment given to you.
- Contact us if any of the appointments are not convenient.
- Make sure you have money on your gas and electric meter if you pay with a card. We can't check it properly if there is no gas or electric supply going through to the appliance. Please make sure our engineers can access the gas meter easily.
- Make sure someone over 18 will be at the property at the time of the check. We will need them to sign a record of the safety check.

## Appointments

- When your gas safety check is due, we will notify you, two weeks before we need to get into your home, of the date the engineer will visit.
- You can change this appointment if it's not convenient by contacting the Trust's Gas Safety Team.

- If we don't hear from you, we will ring you a few days before the appointment to make sure this date is still convenient with you.
- If you work or find it difficult to give us access during normal working hours, we can arrange for an engineer to call at your home during early evenings or Saturday mornings.
- If you are out when the engineer calls, a card will be left at your home with a new appointment on it.
- You'll need to contact the Gas Safety Team if this appointment is not convenient.
- If you fail to let our engineer in on the second visit, we will leave a second card and a warning notice on your front door.

## **If you fail to let us in to carry out the gas safety check**

If you refuse to allow us access to carry out the gas safety check you are breaking the terms of your tenancy and putting yourself, your family and your neighbours at risk.

We will take action if you don't let us in. We will seek an injunction through the county court to gain access to your home and carry out the gas safety check.

This action will take place within 12 months of the last safety check being carried out.

You may be liable to pay costs incurred as a result of legal action.

## Gas can be dangerous

Gas can cause explosions and carbon monoxide poisoning if the gas appliances and equipment are not properly maintained.

Carbon monoxide can kill in hours. You can't see, smell or taste carbon monoxide. Symptoms can be easily confused with other common illnesses.

If you smell gas, call the  
National Gas Emergency  
Service immediately on:

**0800 111 999**

- Open all door and windows
- Turn the gas off at the meter
- Put out cigarettes and any naked flame
- Do NOT use electrical switches

Look out for any of these signs that an appliance in your home may be faulty:

- There is an orange or brown stain on the surface of the appliance or nearby, e.g. on the wall.
- On a gas appliance the flame is yellow or orange and is slow rather than a crisp blue flame that burns steadily.
- Pilot lights that frequently go out.
- You notice high levels of condensation in the room.

If you see any of the above signs, turn off the appliance immediately and call the Gas Safety Team.

## **Our responsibilities**

The Trust will:

- Arrange for a gas safety check to be carried out every 12 months by a Gas Safe registered engineer.
- Arrange maintenance by a Gas Safe registered engineer for all pipe work, appliances and flues.
- Keep a record of the safety check for two years.
- Give you a copy of the gas safety check within 28 days of the check being completed.
- Give you a copy of the gas safety check when you move into a Trust property.

## **Your responsibilities**

- You must help us by letting us into your home to carry out the gas safety check.
- If you want to replace a gas appliance you must notify the Trust and get our permission. The work must be carried out by a Gas Safe registered engineer and you must send a copy of the certificate to the Trust on completion of the works.
- Never try to repair gas appliances, pipe works or installations. You may be breaking the law and risking your life and the lives of others around you.
- Never block flues, ventilation grills or airbricks.

## **What if you are a leaseholder or shared owner?**

You must arrange to get a Gas Safe registered engineer to carry out a gas safety check to the appliances in your home every 12 months. You must give the Trust documentary evidence that the check has been carried out.

Leaseholders and shared owners can contact the Gas Safety Team if they would like a Trust Gas Safe registered engineer to carry out the gas safety check. This service is offered at a competitive rate.

## **For further information on gas safety**

Contact the Gas Safety Team on 01225 366111, email [gas@somer.org.uk](mailto:gas@somer.org.uk), or write to the following address:

Gas Safety Team  
Somer Community Housing Trust  
The Maltings  
River Place  
Lower Bristol Road  
Bath  
BA2 1EP

## **Health and Safety Executive**

For further advice about gas safety you can contact the Health and Safety Executive's gas safety advice line on 0800 300 363.

## **Gas Safe register**

If you are unsure whether someone is Gas Safe registered you can contact Gas Safe register on 0800 408 5500 or visit the Gas Safe website: [www.gassaferegister.co.uk](http://www.gassaferegister.co.uk).

If you would like this leaflet in large print or on audio tape or CD, or if English is not your first language and you need a translation, we can get one for you.



01225 366000

Arabic

إذا كانت لغتك الأصلية ليست الإنجليزية وكنت بحاجة إلى ترجمة فانه بإمكاننا ان نوفرها لك .

Bengali

ইংরেজী যদি আপনার মাতৃভাষা না হয় এবং আপনার একটি অনুবাদের প্রয়োজন হয় তবে আমরা আপনার জন্য তা সরবরাহ করতে পারবো।

Chinese

如果你主要说用的语言不是英语而需要翻译服务，我们能够给你安排。

Hindi

यदि अंग्रेज़ी आपकी प्रथम भाषा नहीं है और आपको अनुवाद चाहिये, तो हम आपके लिए ला सकते हैं।

Italian

Se l'inglese non è la vostra lingua e avete bisogno di una traduzione, possiamo procurarvene una.

Polish

Osobom nie znającym języka angielskiego możemy zapewnić tłumaczenie.

Somali

Haddii aanu af Ingiriisigu ahayn luqad-daada kowaad oo aad u baahan-tahay turjumid, anaga ayaa mid kuu heli karayna.

Spanish

Si el Ingles no es tu lengua materna y necesitas una traduccion, nosotros te lo podemos traducir.

Thai

หากภาษาอังกฤษไม่ใช่ภาษาแรกที่ท่านพูดและท่านต้องการให้แปล เป็นภาษาอื่น เราสามารถจัดบริการให้ท่านได้

Urdu

اگر انگریزی آپ کی زبان نہیں ہے اور آپ کو ترجمہ درکار ہے تو ہم آپ کے لیے اس کا بندوبست کریں گے۔

## Somer Community Housing Trust

The Maltings, River Place, Lower Bristol Road, Bath, BA2 1EP.

Tel: 01225 366000

Email: [enquiries@somer.org.uk](mailto:enquiries@somer.org.uk)

Website: [www.somer.org.uk](http://www.somer.org.uk)