

Safe Method: Cellar Safety

Safety Point	Why?	What do you do?
<p>Confined Spaces: A confined space is any space of an enclosed nature where there is a risk of death or serious injury from a hazardous substance or dangerous conditions.</p>		
<p>Most public houses have a cellar which is an enclosed space.</p> <p>You must assess the risk of gas asphyxiation in your cellar. If you have more than one cellar then you must complete a separate assessment for each cellar.</p>	<p>If carbon dioxide leaks from gas cylinders, this can result in loss of consciousness or asphyxiation and can kill.</p> <p>CO₂ is a toxic gas and must be included as part of your COSHH assessment.</p>	<p>Have you assessed the risk of gas asphyxiation in your cellar/s? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Are your staff aware of the risks and been briefed on the key points? Yes <input type="checkbox"/> No <input type="checkbox"/></p>

Gas Cylinders

<p>Ensure you buy your gas from a reputable supplier. By law, cylinders must be tested by your supplier every 5—10 years depending on the type of product. These tests ensure that the cylinders are safe, undamaged, not corroded and can continue to withstand high service pressures.</p> <p>Ask your supplier if they carry out regular testing on the cylinders to ensure their ongoing safety. There should be a plastic test date ring between the valve and the cylinder stating the date of the last test.</p>	<p>Cylinders are filled with pressurized gas. If they are damaged they can become unsafe. An unsafe cylinder can rupture without warning either when it is being filled, while being transported, stored in the cellar or connected to the gas lines.</p> <p>Sudden release of the pressurized gas can launch the cylinder causing serious damage to any person or structure caught in the way. It also results in an atmosphere that can lead to asphyxiation.</p>	<p>Do you carry out the following visual checks ? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <ul style="list-style-type: none"> ✓ Check your cylinders when they are delivered to ensure they appear in good condition i.e. are not dented or corroded. ✓ Are your cylinders clearly labelled? ✓ Do they carry a product safety label? ✓ Do the cylinders have a traceability code? ✓ Is there a plastic test date ring between the valve and the cylinder and is this less than 5 years old?
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Storage of cylinders

<p>Cylinders should be stored in a dry area and never stored next to a heat source or direct sunlight.</p>	<p>Water can react with the CO₂ in the cylinder to form an acid, which then slowly eats through the metal cylinder from the inside until it becomes thin and unable to contain the pressurized contents.</p> <p>If a cylinder is stored next to a heat source, it could cause the cylinder to rupture.</p>	<p>Where are your cylinders stored whilst they are in use and where do you store used and new cylinders?</p> <div style="border: 1px solid black; height: 150px; width: 100%;"></div>
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Safety Point	Why?	What do you do?
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Storage of cylinders

Cylinders must be stored securely. Store empty and full cylinders in a rack or wedged horizontally.

Never throw or drop a cylinder.

When in use, secure cylinders in an upright position on a flat level floor and secure with brackets or straps.

It is good practice to leave the caps off empty cylinders so you do not confuse them with full cylinders.

If a cylinder is free standing or used as a prop to hold the door open, it could fall on someone's foot and also damage the cylinder.



How do you store your full cylinders?

How do you store your empty cylinders?

What training do you provide your staff regarding the safe handling of cylinders?

Changing cylinders

Ensure that only trained members of staff change the cylinders.

When changing a cylinder, always check that you are connecting the correct cylinder to the correct keg. Check the washer as these often split and will allow gas to escape.

To ensure they are aware of the risks of gas leaks and understand the safety checks required.

Always keep spare washers in the cellar so that any split washers can be replaced when changing a cylinder.

Which members of staff are trained to change cylinders?

Do you keep spare washers in your cellar? Yes No

Always turn the cylinder valve off fully before changing an empty cylinder.

If any gas is left in the cylinder it may blow onto your face and cause burning.

What safety instructions do you give your staff regarding changing a cylinder?

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Gas Leaks

You should check your dispensing systems every day for faults.
 Check that all nuts and seals are tight and listen for hissing sounds. If you suspect that a leak has occurred, you must put your emergency procedures into action.

Never touch a frosted cylinder without wearing protective gloves. This indicates there is a gas leak.

If you are using more gas than normal, this may also indicate that you have a leak.

If you turn off the gas at the end of the day and when you go to reopen the kegs re-pressurise, gas may have leaked out somewhere. One simple test is to add washing-up liquid and water around the pipes and if it bubbles this indicates a leak.

Dispense gases are invisible and odourless so if there is a small leak you will not see or smell the gas.

Carbon dioxide is a toxic gas and is heavier than air. Breathing air with increased concentrations of the gas can lead to effects such as heavy breathing and a feeling of suffocation through to loss of consciousness and asphyxiation.

Nitrogen is not toxic but can cause asphyxiation by reducing the amount of oxygen in the air in a cellar.

How do you check your dispensing systems for gas leaks?

Small Gas Leaks
 If you have a small gas leak you should:-

- ✓ Ventilate the cellar by opening all doors and cellar flaps (ensure barriers around open flaps).
- ✓ Prevent anyone from entering the cellar.
- ✓ Enter the cellar ensuring that you have told someone you are going into the cellar and how long you think you will be there.
- ✓ Turn and close off the CO₂ or mixed gas cylinder valve.
- ✓ If possible isolate the problem by switching off the individual secondary regulator valve or check the connections if the leak is upstream of the secondary valves.
- ✓ Spray the cellar floor with water (CO₂ is very soluble in water)
- ✓ Let someone know that you have returned from the cellar and when it is safe to enter.

A small gas leak may occur if for example a nut is not tightened or a gas seal/washer is faulty.

Do you have a written procedure for dealing with gas leaks?
 Yes No

If so, where is this procedure kept.

Are all staff aware of the procedure? Yes No

Safety Point

Why?

What do you do?

Emergency Evacuation Plan

Major Gas Leaks

- If there is a major leak, you must: -
- ✓ Turn off the gas if you can access **without** entering the cellar.
 - ✓ Inform ALL staff and evacuate the affected area.
 - ✓ Call the emergency services
 - ✓ Do not let anyone go into the cellar until you are sure it is safe to do so.
 - ✓ Open all outside doors and windows to ventilate the area.
 - ✓ Close all doors to passages leading to the cellar.
 - ✓ Leave the cellar refrigeration switched on as the fans will help to disperse the gas.

This may be caused by plant failure, a pipe or bursting disc rupturing. A bursting disc is a quick pressure release system that ruptures if the pressure in the cylinder rises above a certain limit. It is designed to release the contents so that the cylinder itself doesn't burst. If it ruptures there will be a very loud noise and a plume of white vapour.

Which members of staff have been trained to manage the evacuation procedure?

You must have an emergency evacuation plan in case of a gas leak.

To ensure you and your staff safely evacuate in case of a gas leak/explosion.

Do you have an emergency evacuation plan?

Yes No

Have you informed all of your staff of this plan and what to do in the event of a gas leak?

Yes No

How often do you provide refresher training?

Ensure that all members of staff tell the Supervisor/Manager when they are entering the cellar.

If there is an undetected gas leak then they may be asphyxiated and be left in the cellar for some time.

Which members of staff enter the cellar?

Do they inform the Supervisor/ Manager every time they go into the cellar? Yes No

Is there anytime when someone may be working in the cellar alone? Yes No

It is good practice to have a gas detection monitor and alarm system in your cellar.



This will help detect gas leaks and prevent people entering the cellar if there is a risk of asphyxiation.

Do you have a gas detection monitor and alarm system in your cellar? Please provide details. Yes No

How often is this system checked/maintained?