



Landlord's guide to gas safety

What are your responsibilities as the landlord?

- ▶ You are required to ensure that all landlord owned appliances and flues provided to the tenant for use have a current gas safety check record, and are maintained in a safe condition.
- ▶ Any gas work that is undertaken must be carried out by a Gas Safe registered engineer who holds the required certifications for the appliances that are in or servicing the rental property.
- ▶ You are required to ensure all safety checks take place within 12 months of the previous check.
- ▶ Should a new tenancy begin between the gas safety checks, you must provide a copy of a valid gas safety record before the new tenants move in, or undertake a new gas safety check if preferred.
- ▶ You must supply a copy of the gas safety check record to the tenant within 28 days of the check being completed.
- ▶ Should the occupancy be for fewer than 28 days – in most cases this will be a holiday rental, you will be required to display a copy of the gas safety check in a prominent position within the property.
- ▶ You must keep a record of each safety check for a minimum of two years.



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What should my gas engineer do as part of my annual gas safety check?

- ▶ Your engineer will visually inspect the gas installation, appliance(s) location, terminal, chimney/flue route/position and look for any signs of incomplete combustion.
- ▶ They will check the products casings and the combustion chamber seals.
- ▶ The accessibility of the gas meter and emergency control valve will be checked in the case of an emergency and for maintenance and correct labelling.
- ▶ Your appliances burner pressure or gas rate, potentially both when necessary will be checked.
- ▶ Your engineer will ensure the ventilation is clear and sufficiently sized.
- ▶ They will check the combustion gas analysis, flue flow and undertake spillage testing where appropriate to ensure the correct operation of the flue.
- ▶ Check all flame supervision devices and/or other safety controls for correct operation.
- ▶ Investigate any evidence of unsafe operation of your boiler.
- ▶ Tightness test of the installation will also be checked.

What information must be recorded?

As the landlord, your gas safety record must contain:

- ▶ A location and description of every appliance and/or chimney/flue that is checked.
- ▶ The registration number or employer's registration number of the person carrying out the check alongside their name and signature (Electronic signatures are allowed – see technical bulletin 076: Electronic records and signatures)
- ▶ The date of when the checks were conducted
- ▶ The installation address of the property where the appliance and/or chimney/flue is located
- ▶ The name and address of the landlord
- ▶ Any gas safety defect identified and the required action to be taken (Note – this record must be kept until two further checks have been made. If the appliance and/or chimney/flue has been removed from the premises, you are required to keep the record for two years from the date of the last check.
- ▶ A statement that confirms the safety check completed complies with the requirements of the Gas Safety (Installation and Use) Regulations 1998.
- ▶ If an engineer has performed work on a gas appliance, they are required to also examine:
 - A.** The effectiveness of any flue.
 - B.** The supply of combustion air.
 - C.** Its operating pressure or heat input, if necessary, both.
 - D.** Its operation to ensure its safe functioning.