

Rooming house owners: meeting your gas and electrical safety obligations

A rooming house is a building where one or more rooms are available to rent, and four or more people in total can occupy those rooms.

Gas safety check

You must engage a licensed gasfitter to check all gas installations and fittings at least once every **two** years.

Energy Safe Victoria (ESV) recommends that gasfitters use the Rooming House Gas Safety Checklist when conducting these checks.

For more information and to download a copy of the gas safety checklist, visit the [Energy Safe Victoria website \(http://www.esv.vic.gov.au/\)](http://www.esv.vic.gov.au/).

Finding a licensed gasfitter

- A licensed gasfitter is a plumber who has extra qualifications to complete gas work safely and is registered with the Victorian Building Authority (this replaced the Plumbing Industry Commission on 1 July 2013).
- You can find licensed gasfitters by searching a directory such as the Yellow Pages.
- Ask to see the identification card endorsing the plumber to carry out gasfitting work.

What the check covers

A gas safety check generally involves:

- testing the gas line for leakages
- testing installations for safety
- running appliances to test carbon monoxide (CO) levels
- testing pressure, combustion and clearances in accordance with industry standards.

Evidence

The document recording a gas safety check should provide:

- the full name and business details, including the licence number of the gasfitter who did the check
- the date of the safety check
- the address of the premises
- confirmation that **all installations and fittings (including the gas line) have been checked and found safe.**

Record keeping

Your record of a gas safety check may be either a:

- compliance certificate, or
- document from the licensed gasfitter who carried out the safety check.

You must keep the records, including details of the licensed gasfitter, for **two years** after the safety check.

If you have further gas work carried out after the check, you must also keep the compliance certificate or tax invoice relating to that work.

We encourage rooming house operators to send in copies of their updated safety checks (including expiry date) via [myCAV](https://my.cav.vic.gov.au/Account/Login) (<https://my.consumer.vic.gov.au/Account/Login>).

Rooming houses which have a safety check due, will be prioritised during our routine inspections.

You **must** make gas safety check and electrical safety check records available to the Director of Consumer Affairs Victoria upon request.

Electrical safety check

You must engage a licensed electrician to check all electrical installations and fittings at least once every **five** years.

All power outlets and electrical circuits must connect to:

- a switchboard-type circuit breaker that complies with AS/NZS 3000 and

- a switchboard-type residual current devices that complies with AS/NZS 3190, AS/NZS 61008.1 or AS/NZS 61009.1.

Finding a licensed electrician

- You can find an electrician listed in a directory such as Yellow Pages or by visiting the [Energy Safe Victoria website \(http://www.esv.vic.gov.au/\)](http://www.esv.vic.gov.au/).
- Electricians who charge for electrical work must be licensed with Energy Safe Victoria as Registered Electrical Contractors (RECs).
- Ask to see the identification card that provides their licence details.

Evidence

The document recording an electrical safety check should provide:

- the full name and business details, including licence number of the electrician who did the check
- the date of the safety check
- the address of the premises
- confirmation that **all installations and fittings have been checked and found safe**
- confirmation that **all power outlets and lighting circuits are connected to:**
 - **a switchboard-type circuit breaker that complies with AS/NZS3000** and
 - **a switchboard-type residual current device that complies with AS/NZS3190 or AS/NZ61008 or AS/NZS 61009.1.**

Record keeping

A record of an electrical safety check may be in the form of a:

- compliance certificate
- document from the electrician or
- 'Certificate of Home Safety Inspection', available from registered licensed electrical inspectors and registered electrical contractors.

You must keep the records for **five years** after the check, including details of the licensed electrician and make those records available to the Director of Consumer Affairs Victoria upon request.

Related information

- Rooming House Gas Safety checklist (PDF, 130KB) - Energy Safe Victoria website (http://www.esv.vic.gov.au/wp-content/uploads/2016/12/Gas_Rooming_house_gas_safety_checklist.pdf)
- Minimum standards in rooming houses (<https://www.consumer.vic.gov.au/housing/renting/types-of-rental-agreements/sharing-in-a-rooming-house/minimum-standards-in-rooming-houses>)

Last updated: 29 October 2020

© State Government of Victoria (Consumer Affairs Victoria)