



## 1. Introduction

UKLPG (formerly the LP Gas Association) is the trade association for the LPG industry in the UK. UKLPG represents all the major LP gas supply companies in the UK, together with the principal equipment suppliers and conversion companies, and sets out and publishes the technical and safety standards for this industry

In order to maintain satisfactory standards of safety for vehicles which have been converted to run on LPG autogas, a system of approving installers has been introduced in consultation with the Department for Transport.

In addition UKLPG operates the UKLPG Vehicle Register, an online database of information submitted by approved installers on vehicles converted to run on LPG – whether converted by them or inspected by them. From September 2010 insurance companies and consumers will have free access to establish if their vehicle is registered or not. The previous system of paper certificates has ceased and enquiry on the database will be the only way to authenticate a conversion.

Only UKLPG Approved Autogas Installers are able to place vehicles on the Register.

In addition details of vehicles which have failed an inspection or on which a fail point has been noted when the vehicle is with you for other purposes are placed on the underlying database for the use of all approved installers. There is not be any charge for these entries, indeed it is important that as much information is recorded as possible so that the installer network can be aware of any problems and prompt remedial work.

The system provides a screen to print off Registration Receipts on an installers headed notepaper to give to consumers. The wording has been agreed with the DVLA and the insurance industry. Full details are on consumer guide to LPG in the UK – [www.drivelpg.co.uk](http://www.drivelpg.co.uk)

The new UKLPG Vehicle Register has been developed in conjunction with the insurance industry and the Association of British insurers inform us they expect their members to utilise the Register

Details of the insurance companies who will require vehicles to be on the UKLPG Vehicle Register in order for them to provide cover can be found on our consumer website – [www.drivelpg.co.uk](http://www.drivelpg.co.uk)

## 2. Obtaining Approval

Companies who are engaged in the conversion of vehicles from petrol operation to run on LPG will need to demonstrate that they have the necessary skills and knowledge in order to carry out this work in a safe and satisfactory manner.

Approval is granted at a named installer (business which can be sole trader, partnership or limited company) with nominated technicians installing equipment as detailed on their training certificate(s) who have satisfactorily completed Assessment and Inspection of their workmanship.

The technician(s) will have responsibility for checking and verifying the quality of LPG conversion work carried out by the company and placing the vehicle details on the UKLPG Vehicle Register. Where more than one technician is required to be approved, separate approvals will be necessary for each.

If you are interested in applying for approval, please complete the Application Forms for both the Autogas Installer and nominated Technician, enclose a copy of the training certificate(s) for the technician(s), copy of your public liability insurance cover and your payment to UKLPG for us to start the approval process.

The following requirements must be met before application for Approval is made.

The technician:

- Should have a minimum of two year's experience as a motor engineer and be fully competent in vehicle diagnostic fault finding and rectification.
- Have had adequate training in the installation of LPG conversion equipment. This training should have been provided by the equipment manufacturer, or their authorised UK agent, whose equipment is being installed and whose training course has been assessed by UKLPG as satisfactory in training COP 11 standards of fitting. The training company who will provide a training certificate as approved by UKLPG. The training certificate will specify that the technician has received full training and found to be competent to convert a vehicle to run on LPG in accordance with COP11. A list of companies meeting this criteria is available on the website. These companies have also signed up to the LPG Vehicle Equipment Supplier and Trainer Code of UKLPG to provide extensive advice and technical support to installers. A copy of this Code is also available on the website.
- Have a thorough understanding of the UKLPG Code of Practice No. 11, June 2001 edition, "*Autogas Installations*" plus amendments and subsequent editions - available on our website in the publications area;
- Have a clear understanding of the appropriate sections of The Road Vehicles [Construction and Use] Regulations 1986 (as amended) - available from HMSO, London (telephone 0870 600 5522) reference ISBN number 0110670787;

The requirements to obtain Approval are:

- Completion of the application forms by the Autogas Installer (business owner) and nominated Technicians and which include an undertaking to comply with the Terms and Conditions of the Scheme appropriate to each;
- UKLPG satisfaction with the Drivers Operating Manual provided with conversions

- UKLPG satisfaction by way of inspection of the workshop facilities – requirements are available on our website – and management of the business;
- UKLPG satisfaction as to the knowledge of each of the technicians who will complete an assessment questionnaire at the time of the above inspection visit. (Note: The Technical Assessment Questionnaire consists of a paper based on COP 11 of UKLPG and the Road Vehicles [Construction and Use] Regulations, and also assesses candidates' knowledge of the properties of LPG. The time allowed for the questionnaire is one hour, with 70 predominantly multi choice questions
- UKLPG satisfaction as to the competency of each technician by way of inspection of one vehicle converted by each technician to confirm that the work has been undertaken with the required skill and competence and the applicant is able to demonstrate sufficient practical experience to handle conversion work on other types of vehicles and general vehicle diagnostics.
- In the event of a failure to become approved the installer / technician will be advised of the reasons and action to be taken. If a further inspection visit is required this will be charged at a reduced rate – see below.

### **3. Validation**

Certificates will be provided for all technicians at the Installer who meet the approval requirements. Each certificate is identified with a unique number.

Details of all approved installers will be maintained by UKLPG and made available to all interested parties.

Approval will be withdrawn at any time following a breach of the Terms and Conditions (see Terms and Conditions)

Approval is valid for a period of 5 years (subject to the payment of all fees) and is subject to automatic renewal subject to satisfactory standards being maintained..

### **4. Access to the UKLPG Approved Installer Area**

Following approval the installer will be sent by post a “welcome” information pack which includes a User Manual for the Vehicle Register and also a Safety and Emissions Inspection Guide.

Only Approved Technicians may enter information on the Vehicle Register access for which is through the UKLPG Approved Installer Area. Following approval each technician will be sent to his private email their individual user id and password to access the Approved Installer Area on the website for the LPG industry – [www.uklpg.org](http://www.uklpg.org)

Other sections in this area include:

- Information useful to installers
- Past Newsletters and UKLPG Updates
- Cautionary notice regarding issues relating to models where problems have been reported in converting to run on LPG

Other individuals such as service managers who are not an approved technician can be provided with access to view information on by way of a separate request to UKLPG by the installer. (No additional costs are involved)

## 5. Costs

The approval scheme is being operated in the interest of safety and quality and is, being undertaken on a non-profit making basis.

Inspection (for one named technician of an installer at the nominated premises) and fee for the first year of participation in the Scheme	£570 + VAT
---	------------

Inspection for subsequent named technicians from the same company if the inspection is made at the same time	£50 + VAT
--	-----------

A vehicle converted by each technician will be required for inspection

In addition, expenses incurred for locations off the mainland of England, Wales and Scotland in undertaking the inspection will be charged extra at cost.

Each vehicle that is converted by a UKLPG Approved Autogas Installer, or inspected and found to comply with COP 11, will be put on the UKLPG Vehicle Register. The registration fee per conversion is £20+vat and per inspection £35 + vat. Installers will receive an invoice at the end of each month detailing the vehicles that they have registered and it is a requirement that the installer agrees to pay these invoices and other amounts outstanding to UKLPG by direct debit to a nominated bank account.

Subsequent inspections such as for additional technicians not approved at the time of the initial approval or following a failed inspection will be charged at £420 + vat

A subsequent annual fee is payable (currently £150 + VAT) This annual fee is not applicable to full members of the Association.

### Disclaimer

**The approval system is being operated in good faith to try and maintain good standards of workmanship and safety. However, neither the Department for Transport nor UKLPG accepts any liability for any work undertaken by approved installers.**