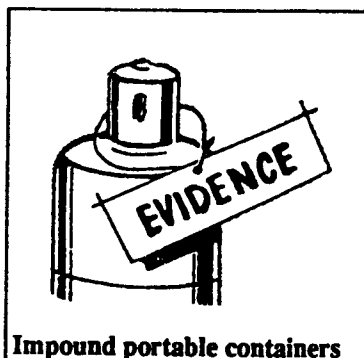
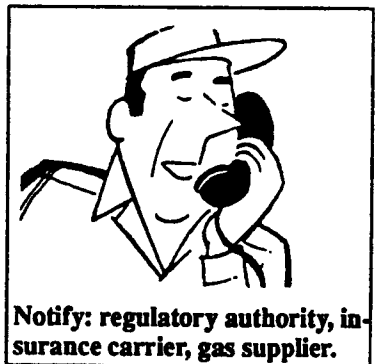
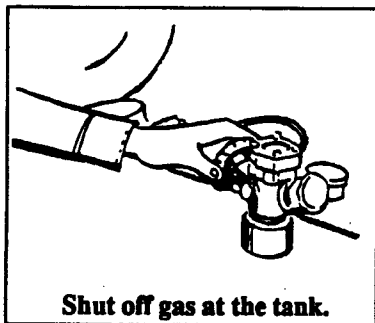


After Accident Procedure

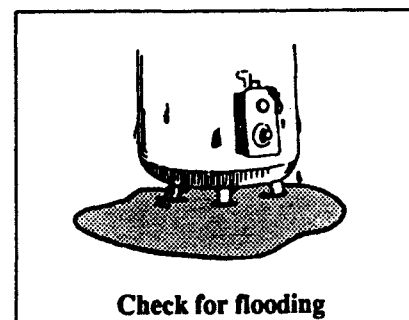
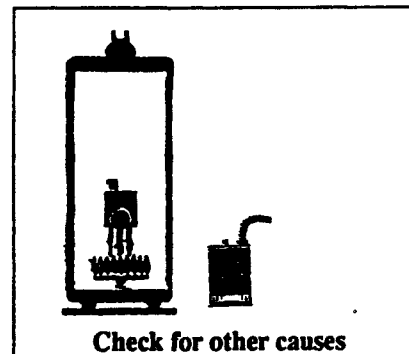
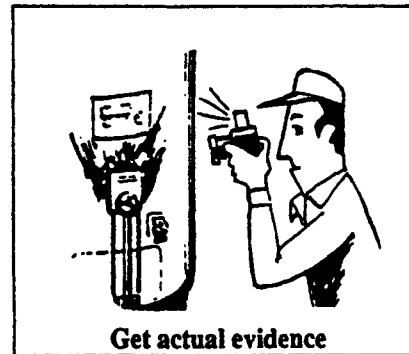
Steps to Take in the Event of An Accident Involving Propane

Any discussion of after accident procedures must, of course, be prefaced with the thought that prevention is the best cure. Prevention of accidents begins with a thorough understanding of the characteristics of propane, proper installations and equipment (in accordance with state and local regulations and requirements of NFPA 58, the *Standard for Storage and Handling of Liquefied Petroleum Gases*) and adequate preventive maintenance on all equipment. It further entails education and training of employees and education of customers in the safe handling of propane.

The following outline details the basic steps and actions to be taken in case of an accident involving propane.



1. Shut off gas at the container. Record the date, time and container magnetic gauge reading (if so equipped). Containers without gauges should be weighed.
2. Notify the fire department and/or other appropriate regulatory authority.
3. Notify the gas supplier.
4. Notify the insurance carriers and work closely with your adjuster.
5. If the system contains below-grade piping, check the soil atmosphere along the route of such piping for the presence of any combustible vapors. Conduct tests of any adjacent confined spaces (manholes, vaults or buildings) for combustible vapors. If any combustible vapors are present, make the location safe by:
 - a. Evacuating involved people to a safe location.
 - b. Eliminating potential ignition sources.
 - c. Requesting assistance from police and fire department personnel.
 - d. Ventilating the area.
 - e. Re-routing traffic.
 - f. Maintaining surveillance until any unsafe conditions are corrected.
6. Sniff test the gas. If possible, obtain written statements on the presence of gas odor from the customer, fire chief, law enforcement officers and other neutral parties.
7. If a portable cylinder is involved, it should be impounded by a neutral party. If a bulk tank is involved, a liquid sample should



be obtained in a suitable container designed for that purpose and impounded.

A neutral party could be the fire marshal, sheriff or other law enforcement officer.

8. Obtain complete, signed and/or taped statements from all witnesses of the accident, if possible.

9. With the permission of the authority having jurisdiction, thoroughly check all propane equipment, including vents, to determine if there were any defects or substandard equipment or parts used in the installation.

10. After turning off the gas supply at the tank, note and list the position of valves and adjustment handles. Whether a particular appliance valve or control was in an open or closed position may determine contributory negligence. Check the position of air shutters.

11. Take photos or video where possible, not only of the equipment and appliances but also of surroundings.

12. Be sure that the appliances were designed for propane use. If the appliance was designed for another gas, was it designed to be converted to propane? If so, was it properly converted?

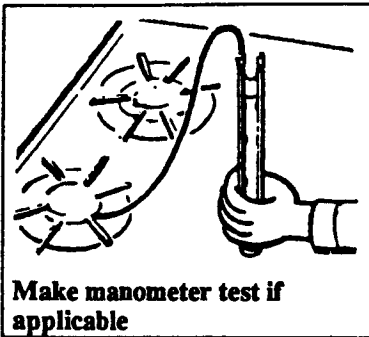
13. Check the scene of the accident for products or conditions that might have been a possible cause, such as:

- a. Combustible materials too close to appliances.
- b. Storage of flammable materials, such as gasoline, kerosene, etc. too close to appliances.
- c. Electrical equipment.
- d. Temporary heating equipment or portable appliances.
- e. "Do it yourself" jobs.

14. Check whether the appliance may have been altered or modified.

15. Check the appliance(s) for evidence of flooding or other damage.

16. A leak test of the system should be performed, if practical. If a leak is detected, it should be located and a photo of the leak location should be taken if possible.



17. A manometer check should be performed, if possible, to determine if the regulator pressure was correct and whether the regulator was operating properly. Be sure to record both flow and lock-up pressure readings. Note and record the age of the regulator(s). Check the position and condition of the regulator vent(s).

18. Check company records to determine the service requests or service calls on appliances or system in the period preceding the accident.



19. Where possible, compare the consumption record for the period immediately prior to the accident with normal consumption as shown by the records.

20. Determine who sold and installed the appliance(s). Also, determine the date of manufacture, date of installation and the manufacturer's name.

21. Check if the appliances were new or used when they were installed.

22. Contact the nearest local weather reporting station to obtain the temperatures, rainfall, wind direction and velocity for the date and time of the accident. Record this information in your accident file.

It is important that these checks be performed immediately after an accident and that all physical evidence be retained. Oftentimes, necessary facts are lost because of a delay in performing the checks. In addition, clear and precise documentation is very important.

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The Purpose of this bulleting is to set for the general safety practices for the installation, operation, and maintenance of LP-gas equipment. It is not intended to be an exhaustive treatment of the subject, and should not be interpreted as precluding other procedures, which would enhance safe LP-gas operations. Issuance of this bulletin is not intended to nor should it be construed as an undertaking to perform services on behalf of any party either for their protection or for the protection of third parties. BP Products North America assumes no liability for reliance on the contents of this bulletin.