

# Step-by-Step Filling Portable Cylinders by Weight



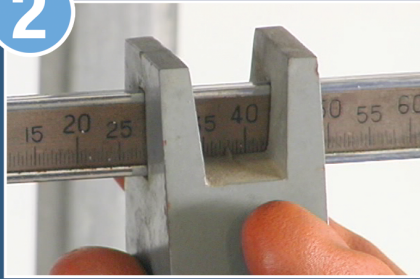
Follow these general steps when filling portable cylinders by weight. It's important to note that the steps provide general guidelines and that each operation may vary depending on your company policy and the type of equipment installed at the plant. An operator must be in attendance during the entire filling procedure.

1



Take off the protective cap.

2



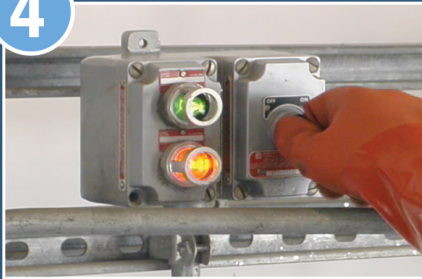
Set the beam scale to the cylinder's total filled weight, including the hose weight.

3



Connect the hose to the cylinder fill valve.

4



Start the pump.

5



Open the valve on the end of the hose.

6



Open the valve on the cylinder.

7



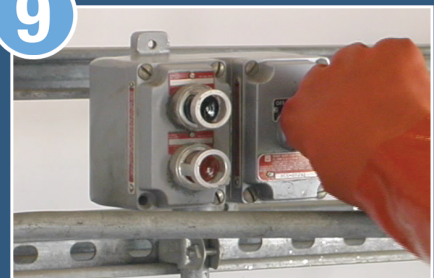
Close the hose valve as soon as the scale beam starts to rise.

8



Close the cylinder valve.

9



Shut off the pump.



## Filling Portable Cylinders by Weight cont.

The propane employee in the photos is shown filling a 20 lb portable cylinder. He has already calculated the total filled weight of the cylinder by adding the propane capacity, tare weight, and weight of the hose and connectors.

10



Disconnect the hose.

11



Check the weight of the filled cylinder after the filling connector has been disconnected. If overfilled, bleed off excess propane in a safe location.

12



Check the container valves for leaks.

13



For cylinders 45 lb or less, install a protective cap on a QCC valve or a POL plug if the cylinder is equipped with a POL service valve.

14

**WARNING**

FOLLOW THESE SAFETY RULES TO REDUCE THE RISK OF BURNING AND POTENTIALLY FATAL BLINDING, FIRE OR EXPLOSION. FLAMMABLE GAS UNDER PRESSURE. FOR OUTDOOR USE ONLY. DO NOT BARGE OR HAVE ANY IMPACT SURFACES IN THE AREA WHILE HANDLING OR TRANSPORTING CYLINDERS. NEVER PLACE INDOORS OR IN AN ENCLOSED AREA SUCH AS A GARAGE, SHED, OR TENT.

**READ TO DO IF YOU SMELL PROPANE:**  
 Propane has a strong, sulfurous smell like rotten eggs, a dead's odor, or a faint odor of gasoline or smelly propane gas. Use the following steps:  
 1. Immediately put out all smoking materials and other open flames.  
 2. If you are able, do an air exchange by opening all windows and doors.  
 3. Immediately leave the area and call 911 or your local fire department.  
 4. Before you reenter the appliance, have a qualified service technician inspect your cylinder and appliance.

**Other gas cylinders:** In case of propane or "bad" or distinct odors. Also, some people may have difficulty smelling propane due to their age or medical condition. Contact the manufacturer of a gas cylinder near the location of the cylinder concerned for more options.

**STORAGE SMALL PROPANE CYLINDERS:**  
 • NEVER store cylinders indoors in an enclosed area such as a garage, shed, or tent.  
 • NEVER place a cylinder near a stove, fireplace, or other heat source.  
 • DO NOT expose or leave any cylinder exposed to rain, snow or other weathering conditions in the area while handling or transporting cylinders.

**STORAGE PROPANE CYLINDERS:**  
 • ALWAYS transport and store a cylinder in a secure and upright position as a well-vented, full or full.  
 • ALWAYS transport and store cylinders in a well-ventilated area of the vehicle.  
 • ALWAYS transport the cylinder in a well-ventilated area of the vehicle.  
 • ALWAYS proceed directly to your destination.  
 • NEVER keep a filled cylinder inside a hot vehicle.

**DO NOT BARGE OR HAVE ANY IMPACT SURFACES IN THE AREA WHILE HANDLING OR TRANSPORTING CYLINDERS. NEVER PLACE INDOORS OR IN AN ENCLOSED AREA SUCH AS A GARAGE, SHED, OR TENT.**

**CONNECTING CYLINDER FOR USE:**  
 • Use only in accordance with applicable codes.  
 • Read and follow propane appliance manufacturer's instructions.  
 • Do not use unless the propane appliance manufacturer's instructions or connecting.  
 • When applicable, close the cylinder valve, and call your propane dealer immediately if not in use. Keep cylinder valve closed.

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Cylinder Valve Hand Wheel  
 Point of Connection  
 Liquid Level Indicator (optional)  
 Cylinder



Apply DOT labels and/or a cylinder warning label if the original manufacturer's label is not legible.