

DOMESTIC WATER SYSTEM PERIODIC INSPECTION (HOT AND COLD WATER MONITORING AND INSPECTION SERVICES)

To


Client

Address

Property ID 97264

Property Address

Certificate ID Property Type Property Use

Date Issued Issued By Signature 

Hot Water Supply Kitchen Cold Tap Supply Other Cold Outlets

TEMPERATURE

- Is the Hot Water Temperature above 50C within 1 minute at all outlets?
- Is there visual display of hot water temperature at hot water source?
- Is the Cold Water Temperature below 20C within 2 minutes at all outlets?

Exceptions/Recommendations:

PIPEWORK

- Are there any dead legs on visible pipework?
- Is the hot and cold pipework lagged?

Exceptions/Recommendations:

HOT STORE

- Is a Hot Water Calorifier present?
- Is there a drain fitted in an accessible position at the lowest point?
- Is internal inspection achievable via an inspection hatch or boroscope?

Exceptions/Recommendations:

COLD STORE

- Is there a domestic cold storage tank present?
- What is the location of the Cold Storage Tank?
- Is the Cold Storage Tank accessible for visual inspection?
- Is the Cold Storage Tank accessible for maintenance?
- Is the Cold Storage Tank fitted with a suitable tight fitting lid?
- Is the Cold Storage Tank lagged?
- Is the Cold Storage Tank fitted with a water byelaw kit?
- Are the inlet and outlet connections at opposite ends?
- Is the tank temperature within 2C of the inlet temperature?
- Is there any signs of fouling in the tank or water?

Exceptions/Recommendations:

INFREQUENTLY USED OUTLETS

- Are there any infrequently used outlets e.g. Outside tap, CH Header Tank?
- Are they fitted with non-return valves?

Exceptions/Recommendations:

SPRAY GENERATING EQUIPMENT CHECK/MAINTENANCE SOFT WATER AREAS

Method Used:

Endosan 3 spray is used and will be sprayed onto and inside the hose/head as appropriate, the disinfectant will be left in contact with the head/hose for at least 15 minutes before flushing off.

Health and Safety Information:

Independent testing has shown that EndoSan3 are safe to handle and use. French laboratory EVIC-CEBA performed a toxicological evaluation on EndoSan 3 (tested in accordance with 67/548/EEC) and concluded that it is not a skin irritant, a skin desensitiser, dangerous by ingestion or an eye irritant.

<i>Location</i>	<i>Equipment Type</i>	<i>Area Cleaned Disinfected</i>	<i>Method Used</i>	<i>Contact Time</i>	<i>Seals Replaced</i>
Bathroom	Shower Electric	Shower Head and Hose	Spray	15	No
<i>Comment:</i>					

ALLOCATION OF RESPONSIBILITIES (FOR LEGIONELLA RISK MANAGEMENT IN DOMESTIC ACCOMODATION)

Service	Action to Take	Frequency	Action By (Owner, Agent, Tenant, Contractor / competent)
All	Identification of Duty Holder, responsible person or deputies	Once	Owner, Agent
	Conducting of a Legionella Risk Assessment	Once	Owner, Agent
	Remedial work to be arranged with level of priority / degree of risk	Once	Owner, Agent
	Review of Risk Assessment	Periodically (min. annually)	Owner, Agent
	Risk Assessments, COSHH, and Safety Data sheets for work carried out.	As Required	Contractor / competent person
	Manage periods of non-occupancy, implement a flushing regime or drain if vacant for long periods	As Required	Owner, Agent
	Providing training and identifying competence of staff carrying out Risk Assessments	Once	Contractor / competent person
	Provision and maintenance of suitable record system	Continuous	Owner, Agent
Calorifiers	Inspect calorifier internally by removing the inspection hatch or using a boroscope and clean by draining the vessel. The frequency of inspection and cleaning should be subject to the findings and increased or decreased based on conditions recorded	Annually, or as indicated by the rate of fouling	Tenant, Owner, Agent
	Where there is no inspection hatch, purge any debris in the base of the calorifier to a suitable drain Collect the initial flush from the base of hot water heaters to inspect clarity, quantity of debris, and temperature	Annually but may be increased as indicated by the risk assessment or result of inspection findings	Tenant, Owner, Agent
	Check calorifier flow temperatures (thermostat settings should modulate as close to 60 °C as practicable without going below 60 °C) Check calorifier return temperatures (not below 50 °C, in healthcare premises not below 55 °C)	Monthly	Tenant, Owner, Agent
Hot Water Services	For non-circulating systems: take temperatures at sentinel points (nearest outlet, furthest outlet and long branches to outlets) to confirm they are at a minimum of 50 °C within one minute (55 °C in healthcare premises)	Monthly	Tenant, Owner, Agent
	For circulating systems: take temperatures at return legs of principal loops (sentinel points) to confirm they are at a minimum of 50 °C (55 °C in healthcare premises). Temperature measurements may be taken on the surface of metallic pipework	Monthly	Tenant, Owner, Agent
	For circulating systems: take temperatures at return legs of subordinate loops, temperature measurements can be taken on the surface of pipes, but where this is not practicable, the temperature of water from the last outlet on each loop may be measured and this should be greater than 50 °C within one minute of running (55 °C in healthcare premises). If the temperature rise is slow, it should be confirmed that the outlet is on a long leg and not that the flow and return has failed in that local area	Quarterly (ideally on a rolling monthly rota)	Tenant, Owner, Agent
	All HWS systems: take temperatures at a representative selection of other points (intermediate outlets of single pipe systems and tertiary loops in circulating systems) to confirm they are at a minimum of 50 °C (55 °C in healthcare premises) to create a temperature profile of the whole system over a defined time period	Monthly	Representative selection of other sentinel outlets considered on a rotational basis to ensure the whole system is reaching satisfactory temperatures for legionella control
POU water heaters (no greater than 15 litres)	Check water temperatures to confirm the heater operates at 50–60 °C (55 °C in healthcare premises) or check the installation has a high turnover	Monthly–six monthly, or as indicated by the risk assessment	Tenant, Owner, Agent
Combination water heaters	Inspect the integral cold water header tanks as part of the cold water storage tank inspection regime, clean and disinfect as necessary. If evidence shows that the unit regularly overflows hot water into the integral cold water header tank, instigate a temperature monitoring regime to determine the frequency and take precautionary measures as determined by the findings of this monitoring regime	Annually	Tenant, Owner, Agent
	Check water temperatures at an outlet to confirm the heater operates at 55–60 °C	Monthly	Tenant, Owner, Agent
Cold water tanks	Inspect cold water storage tanks and carry out remedial work where necessary	Annually	Tenant, Owner, Agent

	Check the tank water temperature remote from the ball valve and the incoming mains temperature. Record the maximum temperatures of the stored and supply water recorded by fixed maximum/minimum thermometers where fitted	Annually	Tenant, Owner, Agent
Cold water services	Check temperatures at sentinel taps (typically those nearest to and furthest from the cold tank, but may also include other key locations on long branches to zones or floor levels). These outlets should be below 20 °C within two minutes of running the cold tap. To identify any local heat gain, which might not be apparent after one minute, observe the thermometer reading during flushing	Monthly	Tenant, Owner, Agent
	Check the tank water temperature remote from the ball valve and the incoming mains temperature. Record the maximum temperatures of the stored and supply water recorded by fixed maximum/minimum thermometers where fitted	of other sentinel outlets considered on a rotational basis to ensure the whole system is reaching satisfactory temperatures for legionella control	Tenant, Owner, Agent
	Check thermal insulation to ensure it is intact and consider weatherproofing where components are exposed to the outdoor environment	Annually	Tenant, Owner, Agent
Showers and spray taps	Dismantle, clean and descale removable parts, heads, inserts and hoses where fitted	Quarterly or as indicated by the rate of fouling or other risk factors, eg areas with high risk patients	Tenant, Owner, Agent
POU filters	Record the service start date and lifespan or end date and replace filters as recommended by the manufacturer (0.2 µm membrane POU filters should be used primarily as a temporary control measure while a permanent safe engineering solution is developed, although long-term use of such filters may be needed in some healthcare situations)	According to manufacturer's guidelines	Tenant, Owner, Agent
Base exchange softeners	Visually check the salt levels and top up salt, if required. Undertake a hardness check to confirm operation of the softener	Weekly, but depends on the size of the vessel and the rate of salt consumption	Tenant, Owner, Agent
	Service and disinfect	Annually, or according to manufacturer's guidelines	Tenant, Owner, Agent
Multiple use filters	Backwash and regenerate as specified by the manufacturer	According to manufacturer's guidelines	Tenant, Owner, Agent
Infrequently used outlets	Consideration should be given to removing infrequently used showers, taps and any associated equipment that uses water. If removed, any redundant supply pipework should be cut back as far as possible to a common supply (eg to the recirculating pipework or the pipework supplying a more frequently used upstream fitting) but preferably by removing the feeding 'T' Infrequently used equipment within a water system (ie not used for a period equal to or greater than seven days) should be included on the flushing regime Flush the outlets until the temperature at the outlet stabilises and is comparable to supply water and purge to drain Regularly use the outlets to minimise the risk from microbial growth in the peripheral parts of the water system, sustain and log this procedure once started For high risk populations, eg healthcare and care homes, more frequent flushing may be required as indicated by the risk assessment	Weekly, or as indicated by the risk assessment	Tenant, Owner, Agent
TMVs	Risk assess whether the TMV fitting is required, and if not, remove Where needed, inspect, clean, descale and disinfect any strainers or filters associated with TMVs To maintain protection against scald risk, TMVs require regular routine maintenance carried out by competent persons in accordance with the manufacturer's instructions. There is further information in paragraphs 2.152– 2.168 of HSG274 Part 2	Annually or on a frequency defined by the risk assessment, taking account of any manufacturer's recommendations	Tenant, Owner, Agent
Expansion vessels	Where practical, flush through and purge to drain	Monthly–six monthly, as indicated by the risk assessment	Tenant, Owner, Agent

Information and documentation relating to Legionella can be found on the HSE website

<http://www.hse.gov.uk/legionnaires/>

Contract Heating Ltd. are members of the Legionella Control Association, the code of conduct and registration document can be accessed via the Contract Heating website.

<http://www.contractheating.co.uk/LegionellaControlAssociationCodeofConduct.pdf>

<http://www.contractheating.co.uk/LegionellaControlAssociationCertificateofRegistration.pdf>

OPERATIVE RISK ASSESSMENT OF SITE HAZARDS PRIOR TO CARRYING OUT WORKS

MANUAL HANDLINGPresent: NoSafe: YesComment: **ASBESTOS**Present: NoSafe: YesComment: **SLIPS, TRIPS ETC.**Present: YesSafe: YesComment: **HOT WORK**Present: NoSafe: YesComment: **FALLING OBJECTS**Present: NoSafe: YesComment: **ELECTRICITY**Present: NoSafe: YesComment: **WEATHER ISSUES**Present: NoSafe: YesComment: **WASTE**Present: NoSafe: YesComment: **SPILLAGE**Present: NoSafe: YesComment: **OTHER CONTRACTOR**Present: NoSafe: YesComment: **BIO HAZARDS**Present: YesSafe: YesComment: **LONE WORKING**Present: YesSafe: YesComment: **WORKING AT HEIGHT**Present: NoSafe: YesComment: **CONFINED SPACES**Present: NoSafe: YesComment: **NOISE**Present: NoSafe: YesComment: **VIBRATION**Present: NoSafe: YesComment: **OTHER HAZARD**Present: NoSafe: YesComment:

DUTY HOLDER RESPONSIBILITIES (FOR LEGIONELLA RISK MANAGEMENT IN DOMESTIC ACCOMODATION)

Obligations of the Duty Holder and Responsible Person:

Under general health and safety law, as an employer or person in control of a premises (eg a landlord), you have health and safety duties and need to take suitable precautions to prevent or control the risk of exposure to legionella. Details of the specific law that applies can be found in part 1 of Legionnaires' disease: The control of legionella bacteria in water systems.

Carrying out a risk assessment is your responsibility and will help you to establish any potential risks and implement measures to either eliminate or control risks. You may be competent to carry out the assessment yourself but, if not, you should ask someone with the necessary skills to conduct a risk assessment. This can be done by someone from within your own organisation or from someone outside, eg an external consultant.

Obligations to Manage the Risk:

As an employer or person in control of premises, you must appoint someone competent to help you comply with your health and safety duties, eg take responsibility for managing the risks. A competent person is someone with the necessary skills, knowledge and experience to manage health and safety, including the control measures. You could appoint one, or a combination of:

- Yourself
- One or more workers; and/or
- Someone from outside your business

If there are several people responsible for managing your risks, eg because of shift-work patterns, you need to make sure that everyone knows what they are responsible for and how they fit into the overall risk management programme.

If you decide to employ contractors to carry out water treatment or other work, it is still the responsibility of the competent person to ensure that the treatment is carried out to the required standards. Remember, before you employ a contractor, you should be satisfied that they can do the work you want to the standard that you require. There are a number of external schemes to help you with this, for example The control of legionellosis: A recommended code of conduct for service providers.

Obligations for Preventing and Controlling the Risk from Exposure to Legionella Bacteria:

Obligations for Preventing and Controlling the Risk from Exposure to Legionella Bacteria:

You should consider whether you can prevent the risk of legionella in the first place by considering the type of water system you need, eg consider whether it is possible to replace a wet cooling tower with a dry air-cooled system. The key point is to design, maintain and operate your water services under conditions that prevent or adequately control the growth of legionella bacteria. You should, as appropriate:

- ensure that the release of water spray is properly controlled;
- Avoid water temperatures and conditions that favour the growth of legionella and other micro-organisms;
- Ensure water cannot stagnate anywhere in the system by keeping pipe lengths as short as possible or by removing redundant pipework;
- Avoid materials that encourage the growth of legionella.
- Keep the system and water in it clean; and
- Treat water to either kill legionella (and other microorganisms) or limit their ability to grow.

If you identify a risk that you are unable to prevent, you must introduce appropriate controls. You should introduce a course of action that will help you to control any risks from legionella by identifying:

- Your system, eg developing a written schematic;
- Who is responsible for carrying out the assessment and managing its implementation;
- The safe and correct operation of your system;
- What control methods and other precautions you will be using; and
- What checks will be carried out to ensure risks are being managed and how often.

Reviews:

Risk assessments should be reviewed periodically and if circumstances have changed that would have an effect on the legionella risk within the premises it is recommended that a new Legionella Risk Assessment is carried out. Monitoring of the hot and cold water services can be carried out as identified by the Legionella Risk Assessment and can be used by the responsible person at the time of the overall review of the Legionella Risk Assessment.

Obligations Regarding Record Keeping:

Persons appointed to take managerial responsibility of the risks should ensure that the appropriate records are kept. Records should include details about:

- The person or people responsible for conducting the risk assessment, managing, and implementing the written scheme;
- Any significant findings of the risk assessment;
- The written control scheme and its implementation; and
- The results of any inspection, test or check carried out, and the dates.

These records should be retained throughout the period for which they remain current and for at least two years after that period. Records kept in accordance with the last bullet point above should be retained for at least five years.

LEGIONELLA CONTROL ASSOCIATION

Contract Heating Ltd. are members of the Legionella Control Association and are registered for the following categories, Legionella Risk Assessment Services, Hot and Cold Water Monitoring and Inspection Services and Cleaning and Disinfection Services.

References:

Legionnaires' disease, a brief guide for dutyholders INDG458	http://www.hse.gov.uk/pubns/indg458.pdf
Legionnaires' disease, a guide for employers IACL27(rev2)	http://www.hse.gov.uk/pubns/iacl27.pdf
Legionnaires' disease. The control of legionella bacteria in water systems. Approved Code of Practice and guidance L8 (Third edition) HSE Books 2001 ISBN 978 0 7176 1772	http://www.hseni.gov.uk/l8_legionnaires_disease_the_control_of_legionella_bacteria_in_water_systems.pdf
Legionnaires' disease. Part 2: The control of legionella bacteria in hot and cold water systems HSG274 Part 2	http://www.hse.gov.uk/pubns/priced/hsg274part2.pdf
Health and safety at work act 1974	http://www.legislation.gov.uk/ukpga/1974/37
The management of Health and Safety at Work Regulations 1999	http://www.legislation.gov.uk/uksi/1999/3242/made
Control of Substances Hazardous to Health 2002	http://www.legislation.gov.uk/uksi/2002/2677/pdfs/uksi_20022677_en.pdf