

# LCA1.1 ALLOCATION OF RESPONSIBILITIES

## Recommended Legionella Control Programme

*Taken from HSE ACoP L8 Management Guidelines*

		Client	C	
		TSS Facilities	TSS	
		Another	A	
Type of Water System	Service/Task	Frequency		
All	Identification of the statutory duty holder, responsible person & deputies.	Continuous	C	
	Notification to the Local Authority of any 'Evaporative Cooling Devices'	Once only	C	
	Conducting of a Legionella Risk Assessment	2 Yearly/ As Required	TSS	
	Provision of System Schematics	2 Yearly/ As Required	C & TSS*	
	Remedial or corrective actions required with priority/ degree of risk	Once only	C	
	Programme for corrective actions to be undertaken	Once only	C	
	Review of Legionella Risk Assessment (every two years)	Bi-Annual	C	
	Production of the written scheme for prevention or control	Once only	C & TSS*	
	Method Statements, COSHH, Risk Assessments and Safety Data Sheets for works carried out	As Required	C & TSS*	
	Provision of control parameters, measurement methods, sample locations and frequencies	Continuous	C & TSS*	
	Emergency start-up and shut down procedures	Once only	C & TSS*	
	Description of normal and safe operation	Once only	C & TSS*	
	Actions in event of positive Legionella results/ outbreak	Once only	C & TSS*	
	Providing training and identifying competence	Continuous	C	
	Provision of a suitable record system (Log Book)	Once only	C	
	Auditing and maintaining the record system	Continuous	C	
		Chemical Monitoring & Dosing of closed systems	Quarterly	C
	TVC and Coliform sampling of domestic systems	Annual	C	
	Legionella sampling of domestic systems	Annual	C	

\* Initially included within the above works. There after the responsibility of the client

## Hot & Cold Water Guidelines

*Taken from HSE's ACoP L8*

		Responsibility	
		Client	C
		TSS Facilities	TSS
		Another	A
Type of Water System	Service /Task	Frequency	
Hot Water Services	Arrange for samples to be taken from hot water calorifiers in order to note condition of drain water.	Annually	C
	Visual check on internal surfaces for scale and sludge.	Annually	C
	Check representative taps for temperature as above on a rotational basis.	To cover all locations in a year	C
	Check temperatures in flow and return at calorifiers.	Monthly	C
	Check water temperature up to one minute to see if it has reached 50°C in the sentinel taps.	Monthly	C
Cold Water Services	Visually inspect cold water storage tanks and report remedial work where necessary.	Annually	C
	Check representative taps for temperature on a rotational basis.	To cover all locations in a year.	C
	Check tank water temperature remote from ball valve and mains temperature at ball valve.	Bi-Annual	C
	Note maximum temperatures recorded by fixed max/min thermometers where fitted.	Bi-Annual	C
	Check that temperature is below 20°C after running the water for up to two minutes in the sentinel taps.	Monthly	C
Shower Heads	Dismantle, clean and de-scale shower heads and hoses.	Quarterly	C
Little Used Outlets	Flush through and purge to drain, or purge to drain immediately before use without the release of aerosols.	Weekly	C