

Legionella Management Plan

At all stages adequate measures should be implemented to minimise the risk of contamination. A Legionella Management Plan must be developed at the outset of the project and should address the following:

1. Identify and assess the risk in the design and operation of the building to assess the level of risk associated with water systems. If the risks are insignificant, no further action needs to be taken, other than periodical reassessment in case anything changes in the system.

2. Manage the risk: management responsibilities, training and competence. If a risk is identified, proper controls must be introduced and documented within the Legionella Management Plan. Risks can be controlled by careful planning, management policy, competent staff and adherence to proper control strategies.

3. Prevent or control the risk from exposure to legionella bacteria. Consideration should be given to:

- Ensure that the release of water spray is properly controlled.
- Keep the system and the water in it clean.
- Avoid conditions that favour the growth of legionella and other micro-organisms, water stagnation and materials encouraging growth.
- Treat water to either kill legionella (and other micro-organisms), limit their ability to grow or biocidal treatment if applicable
- Continually monitor all water where sources of legionella could occur.
- Easy access for inspection, draining, dismantling and cleaning to all systems.

4. Record keeping of maintenance and documentation.

Records need to be kept of the scheme and who is responsible for managing that scheme, these should also be kept with the results of the routine monitoring.

5. Ensure that information from manufacturers, importers, suppliers and installers provide guidance and include risks to users.

Cooling towers

Record details of tower below (ie make, model, year of manufacture, type) - you should complete a checklist for each tower.

1 Has the cooling tower(s) been notified to your local authority?

2 Is there a written scheme for controlling the risk from exposure to legionella bacteria?

3 Does the scheme contain an up-to-date plan of the system (a schematic plan is OK)?

4 Does the plan show:

- all cooling towers?
- all system control valves?
- all standby equipment, eg spare pumps?
- the location of system bleed valves?
- all associated storage tanks?
- all associated pipework?

5 Does the scheme control the risk?

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8 If you are installing in relation to:

- air conditioning
- opening windows
- occupied areas and the proximity of infection, for

9 Is the tower cool?

10 Are drift eliminators present?

11 Are they:

- fitted correctly?
- effective?

12 Is the area above the tower clean?

13 Are all visible:

- slime or algae?
- scale?
- corrosion?

14 Does the water in the tower have:

- dead legs/blocks?
- redundant pipework?
- redundant pumps?

15 Have all the following been removed or controlled?

16 Are those parts removable for inspection?

17 Is the system in good condition?

18 Are there procedures in place to operate standby equipment on a rotational basis?

19 Is there an operations manual for the cooling system?

HSC – Control of Legionella Bacteria in Water Systems: Audit Checklist

Typical Legionella Risk Report

Name and Address of Property:

Date:

Audit undertaken by:

Further sections:

12.0 Is there a HWS? If yes:

- (a) Is service temperature point?
- (b) Is service temperature etc?
- (c) Is there an electric water heater?
- (d) Is there a calorifier?
- (e) Are the CW and HW other?
- (f) Are there any dead legs?
- (g) Is there any spray risk?

13.0 DWS Temperature

- Outlet - hot water
- Outlet - cold water
- Outlet - calorifier

14.0 Is there a ventilation/air cooling system?

- (a) Is there stagnant water?
- (b) Is the drainage trap free?
- (c) Is the air intake adjacent to the water?
- (d) Is there a spray risk?
- (e) Are there any cooling towers?
- (f) Are there any fan coil units?
- (g) Has water been found in the ductwork?

15.0 Is there any drinking water fountain? If yes:

- Does it have a screen/hood for contamination protection?

Notes of concerns observed: