

1. Legionella Control Association

Within the water hygiene marketplace, the Legionella Control Association has adopted a Code of Conduct for companies to comply with a minimum standard of compliance.

To this end Aqua Care is classified as a Category 1 company and has been vetted accordingly:

- a) *There should be a clearly defined written agreement between the service provider* and the client* setting out the individual responsibilities of both parties to ensure compliance with current legislation.*
- b) *Service providers should demonstrate and document a satisfactory level of competence of their staff* in order to achieve the objectives of this document.*
- c) *The recommendations made by the service provider should be equal to, or better than, the relevant Codes of Practice and guidance documents pertaining to the system in question.*
- d) *Lines of communication and reporting between client and service provider should be defined as well as the management plan in the event of remedial or corrective action being required, including matters of evident concern outside contracted obligations.*
- e) *Adequate and up to date monitoring and treatment records should be kept. These should be readily available.*
- f) *The performance of the control measures should be reviewed jointly by the service provider and the client at least annually and the necessary remedial action plan agreed.*
- g) *Service providers should establish a formal internal auditing procedure for compliance with this document.*

2. Proposals

Our proposal would be to complete a water hygiene risk assessment.....

The HSE Approved Code of Practice and Guidance for the control of legionella bacteria in water systems (ACoP L8) clearly states, "To comply with their **legal duties**, employers and those with responsibilities for the control of premises **should**:

- a) Identify and assess sources of risk...
- b) Prepare a scheme for preventing or controlling the risk...
- c) Implement, manage and monitor precautions...
- d) Keep records of the precautions
- e) Appoint a person to be managerially responsible."

The risk assessment and survey would comprise of the following:

- ✓ On-site water system risk assessments
- ✓ A complete asset register

- ✓ Written reports including **schematic drawings** of pipework and system details
- ✓ Identification and prioritisation of any remedial works required to comply with ACoP L8 and compliance with the Water Supply (Fittings) Regulations 1999
- ✓ Identification of on-site training for site personnel
- ✓ Generic monitoring schedule
- ✓ Specific site monitoring sheets

Method Statements for the Legionella Risk Assessment and Asset Identification are enclosed.

It should be noted that our surveyor would also take into account contraventions of the Water Supply (Water Fittings) Regulations 1999 that he may come across, these would be high-lighted in our report along with any areas of concern re: water wastage.

3. Quotation

Risk Assessment

To provide the necessary labour to attend site to carryout a legionella risk assessment of water services at the following properties:

Cost £184-00p ex Vat

Containing water services as per the ACoP L8

Monitoring

To provide all necessary labour to complete an **annual review** of the monitoring of the water services at the Carver Sports Pavilion:

Cost £95 – 00p per visit ex Vat

This will include the supply and setting-up log logbooks. It is assumed that RTC staff will complete the quarterly cleaning, descaling and disinfection of shower heads, monitoring of hot and cold water temperatures and the monitoring of calorifier temperatures. We will also instruct your site personnel on how to clean, descale and disinfect showerheads and to complete the logbook.

Showerhead Cleaning

Showerheads, as per the ACoP L8, require cleaning, descaling and disinfection quarterly, the cost of supplying **AquaCare SHP is £30-00p ex Vat per 5 litres**. A method statement will be provided, complete with Material Safety Data Sheets.