

Clients Obligations Under L8

Aqua Analyse Ltd is a member of the “Legionella Control Association” (LCA) - “The control of Legionellosis”. This code, by which its members use, requires as part of a service provider’s commitments, that Aqua Analyse Ltd “*explain in detail the clients obligations under the Legionellosis legislation.*”

The following information is provided in order that we meet this requirement.

Under the ‘Approved Code of Practice and Guidance’, to the Health and Safety act 1974, the Management of the Health and Safety at Work Regulations 1999 and the Control of Substances Hazardous to Health Regulations (COSHH) 2002, entitled “Legionnaires Disease: The control of Legionella Bacteria in water systems” L8, owners and operators of water systems are required to: -

- Appoint a responsible person – who is responsible for ensuring the implementation of the control scheme and ensuring a suitable and complete record system is in operation.
- Record the name and position of each individual responsible for carrying out tasks and an indication of the lines of communication.
- Maintain an up to date risk assessment (regularly reviewed)
- Have plans or schematic drawings of the water systems.
- A written scheme should be prepared for controlling any risks identified. The scheme should specify measures to be taken to ensure that the risk is minimised and actions to be taken in the event of poor results or evidence that the scheme is not remaining effective.
- Maintain a record of Results and certificates of testing, monitoring, inspection and cleaning activities.
- A corrective action register of remedial works required and completed.
- Conduct reviews of the effective delivery of the control scheme.
- If appropriate, notify the local authority that you have a cooling tower(s) on site (Notification of Cooling Towers and Evaporative Condensers Regulations).

Aqua Analyse Ltd may not be responsible for the provision of services or completion of tasks detailed below in this instance. These may be identified in a risk assessment as being necessary if they have not been carried out.

Identification of the statutory Duty Holder, responsible person & deputies
*Notification to the local authority of any ‘Evaporative cooling devices
* Production of the written scheme for prevention or control of Legionellosis
* Provision of operating manuals
* Providing client training or identifying client competence
* Provision or maintenance of a suitable Legionellosis record system
Routine water treatment, monitoring of cooling towers
* Temperature monitoring, Routine sampling
*Cleaning and disinfection of domestic hot and cold water systems

Record Keeping

The LCA Code of Conduct requires as part of a service provider's commitments that, as the service provider, Aqua Analyse Ltd " *will indicate which records should be kept by both parties and where they will be kept*" Documentation and record keeping is important. Who and where documents are kept are stated below and will be agreed in the risk assessment.

The following details with whom and where the relevant documents associated with legionella control will be kept:

DOCUMENT	WHERE KEPT	WITH WHOM
Contract/Quotation	Both Parties	Both Parties
Risk Assessment	Both Parties	Both Parties
Certificates of Analysis	Both Parties	Both Parties
Letters of Correspondence	Both Parties	Both Parties
Log Book	On site	Responsible Person

If you employ five or more people you must record the significant findings of your risk assessment. This means writing down the significant findings of the assessment and details of any monitoring or checking carried out.

A written scheme, a document detailing how you are managing your systems, should be kept and in it detail who is responsible for managing that scheme. You should also keep the results of your routine monitoring which should be kept for a minimum of five years.

Aqua Analyse is registered for the services provided, listed below

- 1 . Legionella Risk Assessment Services (Hot and Cold Water Services)
2. Water Treatment Services (Dosing and/or Control Systems)
3. Hot and Cold Water Monitoring and Inspection Services
4. Cleaning and Disinfection Services
5. Training Services
6. Legionella Analytical Services (Sampling, Laboratory Analysis, Interpretation Analysis)

By initialling the quote the manager confirms that the above services comply with LCA Standards of Service Delivery.

This documents constitutes a written agreement between AA and client.