

Responsibility of the Duty Holder, Responsible Person LCA Service Standards

Legionella Risk Assessment Services

It is the responsibility of the duty holder to:

Ensure there is a Legionella risk assessment record that includes all systems where water is stored/used in any premises controlled by the duty holder, and that it is reviewed regularly to ensure it is valid and reassessed when required.

Clearly define the scope of any required Legionella risk assessment.

Make reasonable enquiries of proof of competence of the Legionella risk assessor.

Provide schematic diagrams and asset registers to inform and help the risk assessor.

The findings of the risk assessment including the required corrective actions and control measures should be implemented.

A written scheme of control should be produced and maintained and the output from the scheme of control should be recorded and used in any subsequent review of risk.

Undertake regular reviews of the effectiveness of Legionella control activities to verify the written scheme of control remains adequate.

Have change management procedures and or regular review procedures to determine if the existing risk assessment is still valid, suitable, and sufficient. If it is not then a reassessment of the risk is required.

Water Treatment Services

It is the responsibility of the duty holder/responsible person to:

Have a legionella risk assessment, written scheme of control and schematic diagram in place which includes a programme of treatment, monitoring and inspection and make this available to us.

Provide sufficient information to allow us to design an appropriate treatment programme.

Make the systems available for the works, with safe access, and adequate notice to ourselves to schedule and execute the works.

Provide us with any information on known risks and safety requirements in the areas we will be working.

Ensure the tasks allocated to yourselves are completed, and documented in the record system

Participate in the agreed review process.

Hot and Cold Water Monitoring and Inspection Services

It is the responsibility of the duty holder/responsible person to:

Have a legionella risk assessment and written scheme of control in place which includes a programme of monitoring and inspection (and may include legionella sampling) and make this available to us.

Provide sufficient information to allow us to design an appropriate treatment programme, including a legionella sampling plan (if appropriate).

Make the systems available for the works, with safe access, and adequate notice to ourselves to schedule and execute the works.

Provide us with any information on known risks and safety requirements in the areas we will be working.

Ensure the tasks allocated to yourselves are completed

Adhere to the agreement regarding the definition of scope and the responsibilities implied.

Participate in the agreed review process.

Cleaning & Disinfection and Plant & Equipment Services

It is the responsibility of the duty holder/responsible person to:

Maintain the entire system, and the water in it, in a clean condition and to facilitate inspection to determine if the system is clean or not.

Make the systems available for the works, with safe access, and adequate notice to ourselves to schedule and execute the works.

Provide us with any information on known risks and safety requirements in the areas we will be working.

Ensure any necessary discharge consent is in place for effluent generated from the cleaning & disinfection process and make appropriate notification under the requirements of the Plumbing Notification Laws.

Adhere to the agreement regarding the definition of scope and the responsibilities implied.

Consider that any changes to the system may change the Legionella risk and require a review of the legionella risk assessment and update the written scheme of control if required.

Legionella Analytical Services

It is the responsibility of the duty holder/responsible person to:

Have a legionella risk assessment and written scheme of control in place which includes a programme of monitoring and inspection (and may include legionella sampling) and make this available to us.

Provide sufficient information to us to design an appropriate sampling plan.

Make the systems available for the works, with safe access, and adequate notice to ourselves to schedule and execute the works.

Provide us with any information on known risks and safety requirements in the areas we will be working.

Participate in the agreed review process.