

Property Address		Client Name	
		Client Contact Details	
Postcode			
Site notes			

Water Outlet Temperature			
Are the cold water temperature outlets below 20°C?	YES / NO	Cold water temperature reading	°C
Are the hot water temperature outlets above 50°C?	YES / NO	Hot water temperature reading	°C
Risk level	Low / Medium / High	Responsibility	Landlord / Tenant / Other
Recommendations			

Cold Water Storage Tanks			
Installed in property?	YES / NO	In what location?	
Does the tank have a tight-fitting lid?	YES / NO	Is the tank insulated?	YES / NO
Is the water in the tank clean?	YES / NO	Is the temperature of the water in the tank below 20°C?	YES / NO
Risk level	Low / Medium / High	Responsibility	Landlord / Tenant / Other
Recommendations			

Hot Water			
Is the temperature setting on the boiler and/or hot water tank set above 60°C?	YES / NO		
Risk level	Low / Medium / High	Responsibility	Landlord / Tenant / Other
Recommendations			

Shower Heads			
Are there any showers in the property?	YES / NO		
Risk level	Low / Medium / High	Responsibility	Landlord / Tenant / Other
Recommendations			

Little-Used Outlets			
Are there any water outlets that are used less than once per week?	YES / NO		
Risk level	Low / Medium / High	Responsibility	Landlord / Tenant / Other
Recommendations			

Dead Legs & Redundant Pipework			
Are there any dead legs in the property?	YES / NO		
Risk level	Low / Medium / High	Responsibility	Landlord / Tenant / Other
Recommendations			

Unoccupied Properties			
Is the property left unoccupied?	YES / NO		
Risk level	Low / Medium / High	Responsibility	Landlord / Tenant / Other
Recommendations			

Advice to Tenants	
Has appropriate advice been given to the tenants about the risks of Legionnaires' Disease?	YES / NO

Recommendations	
<input type="checkbox"/>	Cold water must flow from outlets at below 20°C and hot water above 50°C to minimise risk. If temperatures are too low/high, adjustments need to be made to the system, such as lagging of pipework, or adjustment of temperature settings for hot water.
<input type="checkbox"/>	If any debris etc. is present in the system, it should be drained and thoroughly cleaned. If debris is from corrosion on the tank itself, the tank may need to be replaced. All cold water tanks should have tight fitting lids to prevent debris entering the system. The water in the tank should be below 20°C and the tank should be insulated to prevent the temperature rising above this level.
<input type="checkbox"/>	The temperature setting on the boiler and/or hot water tank should be set and maintained at 60°C.
<input type="checkbox"/>	If the boiler and/or hot water tank temperature is set at above 60°C this can cause scalding to users.
<input type="checkbox"/>	Any little-used outlets should be flushed through weekly by running water through the outlet for at least 2 minutes. Aerosol production should be minimised during this process.
<input type="checkbox"/>	All shower heads should be cleaned, disinfected, and de-scaled at least once every 6 months. Aerosol production should be minimised during this process.
<input type="checkbox"/>	Any dead legs in pipework should be removed or the system altered so that water flows through all pipework on a regular basis.
<input type="checkbox"/>	During periods of no occupancy, all outlets on hot and cold water systems should be flushed through at least once a week for at least 2 minutes. For long periods, consider draining the system. Make sure that the system is flushed through when it is re-occupied by running all outlets for at least 2 minutes. Aerosol production should be minimised