

**Before re-occupying properties that have been empty for long periods of time, certain systems, including water cannot just be turned back on and put back into normal service. The steps below will help you develop a re-start plan for water systems.**

**You should complete this checklist before you start using the water systems.**

| START-UP CHECKLIST  | YES | NO | N/A | CORRECTIVE ACTION/COMMENTS |
|---|-----|----|-----|----------------------------|
| <p><b>Risk Factors</b></p> <p>If your property has been closed for some time, there could be a risk of legionella in your water systems.</p> <p>If you have any of the below risk factors, corrective action will be required;</p> <ul style="list-style-type: none"> <li>• Has water been stored between 20°C and 50°C?</li> <li>• Has water been left without routine flushing; poor or no flow in the water system for longer than a week?</li> <li>• Are there any outlets that create inhalable droplets such as aerosols? E.g. opening a tap, showering, indoor fountain, flushing a toilet, other equipment such as pressure washers, hoses, spray irrigation systems, footbaths.</li> <li>• Are there any dead legs of pipework that could hold stagnant water including hose pipes?</li> </ul> <p>If yes to any of the above refer to re-letting the property below.</p> |     |    |     |                            |
| <p><b>Re-letting a property</b></p> <p>Increase the temperature of hot water systems to at least 60°C if possible and drawing it through to all hot water outlets (a temperature of at least 60°C will kill Legionella bacteria over time)</p> <p>Flushing through simple hot/cold water systems with fresh mains water for several minutes. (Slowly turn tap on to prevent spray).</p>   |     |    |     |                            |

LEGIONELLA START UP CHECK LIST

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|---|--|--|--|--|
| <p>Ensuring that the system is capable of delivering water at safe temperatures by checking temperatures ahead of reopening (also think about scalding)</p> <p>For complex systems or if your risk assessment identifies this:</p> <p>Undertake a chemical or thermal disinfection of the water system</p> <p>Undertake microbiological sampling for Legionella bacteria</p> <p>Finally:<br/>When you are satisfied the hot and cold water systems are under control then reopen the building.</p> <p>Ensure you keep all documentation for the inspection and checks made.</p> |  |  |  |  |
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NB. Should you have any concerns regarding your water system you should contact a competent water treatment company.

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|--------------|--|------|--|
| Completed by |  | Date |  |
|--------------|--|------|--|