

## Appendix A - Water Management Monitoring Programme Summary

**Note – this list is a guide and is not exhaustive, and the findings of the risk assessment and additional client requirements need to be taken**

Service	Frequency / Task (May vary according to risk assessment)
<b>Hot Water Services</b>	
Domestic Hot Water Outlets	<b>Monthly</b> - Temperatures tested on representative selection of outlets (frequency to be determined by risk assessment) But could be over a year so 1/12 <sup>th</sup> of outlets per month. (to include Intermediate outlets of single pipe systems and tertiary loops in circulating systems) – Create a temperature profile.
Domestic Hot Water Tanks	<b>6 Monthly</b> Temperature monitoring – remote from ball valve, tank inspection and chlorination
Non Circulating where fitted.	<b>Monthly</b> at sentinel points (nearest, furthers and long branches to outlets)
Circulating Systems	<b>Monthly</b> Return Legs of principle loops (sentinel points)
Circulating Systems	<b>3 Monthly (on a rolling monthly rota)</b> Return legs of subordinate loops
Point of use Water Heater (no greater than 15 litre)	<b>Monthly to Six Monthly</b> (depending on risk assessment) Check temperatures to confirm the heater operates at 50-60C or check the installation has a high turnover.
Combination water heaters	<b>Monthly</b> – Check Water Temperature at an outlet confirm heater operates between 50-60C, Check temperature of water in header tank.  <b>6 Monthly</b> – Inspect the integral cold water tank as part of the cold water tank regime, clean and disinfect as necessary
Lab Hot Water Outlets	Monthly Temperatures tested on representative selection of outlets (frequency to be determined by risk assessment) But could be over a year so 1/12 <sup>th</sup> of outlets per month. (to include Intermediate outlets of single pipe systems and tertiary loops in circulating systems) – Create a temperature profile.
Lab Hot Water Tanks	<b>6 Monthly</b> Temperature monitoring – remote from ball valve, tank inspection and chlorination
Non Circulating where fitted.	<b>Monthly</b> at sentinel points (nearest, furthers and long branches to outlets)
Circulating Systems	<b>Monthly</b> Return Legs of principle loops (sentinel points)
Circulating Systems	<b>3 Monthly (on a rolling monthly rota)</b> Return legs of subordinate loops
Point of use Water Heater (no greater than 15 litre)	<b>Monthly to Six Monthly</b> (depending on risk assessment) Check temperatures to confirm the heater operates at 50-60C or check the installation has a high turnover.
Combination	<b>Monthly</b> – Check Water Temperature at an outlet confirm heater

water heaters	operates between 50-60C, Check temperature of water in header tank.  <b>6 Monthly</b> – Inspect the integral cold water tank as part of the cold water tank regime, clean and disinfect as necessary
Calorifiers	<b>Monthly</b> - Temperatures tested (flow and return) Yearly Inspection and clean or purge debris to a suitable drain where no inspection hatch fitted - collect the initial flush from the base of hot water heaters to inspect clarity, quantity of debris, and temperature.

Service	Frequency / Task (May vary according to risk assessment)
<b>Cold Water Services</b>	
Domestic Cold Water Outlets	<b>Monthly</b> - Temperatures testing on a representative selection of outlets (frequency to be determined by risk assessment) But could be over a year so 1/12 <sup>th</sup> of outlets per month. (to include Intermediate outlets of single pipe systems and tertiary loops in circulating systems) – Create a temperature profile.
Domestic Cold Water Outlets	<b>Monthly</b> temperature monitoring at sentinel points (nearest, and furthest from the cold tank and other locations on long branches to zones or floors)
Domestic Cold Water Tanks	<b>6 Monthly</b> Temperature monitoring – remote from ball valve, tank inspection and chlorination
Lab Cold Water Outlets	<b>Monthly</b> - Temperatures tested on representative selection of outlets (frequency to be determined by risk assessment) But could be over a year so 1/12 <sup>th</sup> of outlets per month. (to include Intermediate outlets of single pipe systems and tertiary loops in circulating systems) – Create a temperature profile.
Lab Cold Water Outlets	<b>Monthly</b> temperature monitoring at sentinel points (nearest, and furthest from the cold tank and other locations on long branches to zones or floors)
Lab Cold Water Tanks	<b>Daily</b> take meter readings for usage monitoring <b>6 Monthly</b> Temperature monitoring – remote from ball valve, tank inspection and chlorination
Water Fountains	<b>Monthly</b> Temperatures tested
Thermal Insulation	<b>Yearly</b> – Check thermal insulation to ensure it is intact and consider weather proofing where components are exposed to the outdoors
Calorifiers	<b>Monthly</b> Temperatures tested (flow and return) Drain nodal ones. <b>Yearly</b> Inspection and clean or purge debris to a suitable drain where no inspection hatch fitted - collect the initial flush from the base of hot water heaters to inspect clarity, quantity of debris, and temperature.
Little Used Outlets	<b>Weekly</b> Flushed
Dead Legs	<b>Weekly</b> Flush if possible – programme to remove asap
Chlorine Dioxide levels	<b>Weekly*</b> Test levels at unit and furthest outlets* (CO2 levels recorded)

Service	
External Tanks	<p><b>Weekly</b> take meter readings for usage monitoring</p> <p><b>6 Monthly</b> Temperature monitoring – remote from ball valve, tank inspection</p> <p><b>Yearly</b> Inspection. Chlorination to take place when required in agreement with the client and is to be included in the contract cost.</p>
Energy Centre Water Tanks	<p><b>6 Monthly</b> Temperature monitoring – remote from ball valve, tank inspection</p> <p><b>Yearly</b> Inspection. Chlorination to take place when required in agreement with the client and is to be included in the contract cost.</p>
Shower Heads and Spray taps	<p><b>Weekly</b> - Flush</p> <p><b>3 Monthly</b> Dismantle, clean and removable parts, heads, inserts and hoses where fitted.</p>
Water Fountains	<p><b>3 Monthly</b> De-scaling occurs on a quarterly basis. Cleaning staggered on rotation</p>
Drench Showers	<p><b>Monthly</b> Drain</p>
Base Exchange Softeners	<p><b>Yearly</b> – Service and disinfect</p>
Expansion Vessels	<p><b>Monthly to Six Monthly</b> (depending on risk assessment) Check to see if approved against BS 6920. Change to a flow through type if possible. Where practical, flush through and purge to drain. Bladders should be changed according to manufactures guidelines or as indicated by the risk assessment.</p>
TMVs	<p><b>Yearly</b> – Risk assess if required and remove if not Where needed inspect, clean descale and disinfect any strainers or associated filters, Carry out TMV routine maintenance by a competent person in accordance with manufactures instructions. Note there are only a limited number of TMVs onsite in W2 area.</p>
TVC / Legionella	<p><b>6 Monthly</b> sampling of open system in agreement with the client. 20 TVC samples, 20 Legionella samples for water outlets and tanks. 5 samples for TVC for AHUs and 5 samples for Legionella for AHUs</p>
Additional Risk Item	<p><b>Any additional items requiring monitoring as per the risk assessment</b></p>