

UNIVERSITY OF PORTSMOUTH
LEGIONELLA POLICY

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University of Portsmouth Legionella Policy		
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Paul Harding – Compliance Engineer - Estates	Sean Edwards – Estates Strategic Maintenance Manager	
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1.0 INTRODUCTION

- 1.1 The University of Portsmouth (UoP) accepts it has a responsibility to protect employees, students, members of the public and others who may be affected by its business operation against the risk of Legionella infection (legionellosis), arising from plant, equipment, facilities, work or work-related activities and will implement the procedures referred to in this document to ensure this responsibility is met.
- 1.2 This Policy is designed to provide guidance for designated staff responsible for implementing the Legionella Policy.
- 1.3 This Policy shall be supported by a Legionella Management Plan document that provides further clarification on roles and responsibilities, lines of communication and also details the practical implementation of this Policy.
- 1.4 Access to both the Legionella Policy and Legionella Management Plan shall be via the Estates 'K' Drive and also via links on the UoP's intranet Health and Safety Department's home page.

2.0 LEGAL REQUIREMENTS

- 2.1 **The Health and Safety at Work etc Act 1974**
Requires that employers and employees ensure the health and safety of both themselves and others who may be affected by their work. The Act applies to all work activities and premises.
- 2.2 **The Control Substances Hazardous to Health Regulations 2002**
Require exposure to hazardous substances including biological agents (microorganisms) such as legionella bacteria to be risk assessed, prevented, or where this is not reasonably practicable, adequately controlled.
- 2.3 **Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013**
Require employers and those in control of premises report to the Health and Safety Executive, accidents and some diseases that arise out of or in connection with work activities. Cases of legionellosis are reportable if a doctor notifies the employer and if the employee's job involves work on or near wet cooling systems towers or work on hot water systems in a workplace.
- 2.4 **The Notification of Cooling Towers and Evaporative Condensers Regulations 1992**
Require those in control of premises to notify the Local Authority of the presence of any of these devices.
N.B. The UoP does not currently have any notifiable devices on any of the sites under its control.

3.0 ROLES AND RESPONSIBILITIES

3.1 Board of Governors / Vice Chancellor (Duty Holder)

The Board of Governors and the Vice Chancellor of the UoP has overall accountability for all aspects of the quality of water supplies and are ultimately responsible for the implementation of the University's Legionella Policy. However, delegated authority (by appointment in writing) shall be assumed by Director of Estates and Campus Services.

3.2 Responsible Person

This role shall be delegated to the Estates Strategic Maintenance Manager and appointed in writing by the Duty Holder. The Responsible Person shall be responsible for the overall delivery of legionella compliance with policy and specification.

4.0 OBJECTIVES

4.1 The main objective of this policy is to define how the Duty Holder manages the potential risk from legionella contamination in accordance with current legislation and good practice. This shall primarily be by:

- Identifying and assessing sources of risk.
- Preparing a Legionella Management Plan for preventing or controlling the risk.
- Ensuring suitable and sufficient resources are available.
- Implementing, managing and monitoring all precautionary control measures identified.
- Keeping up to date records of all such measures.
- Nominating competent employees and others with responsibility for implementing this policy.
- Reviewing this policy at least every 2 years.

5.0 FURTHER GUIDANCE

5.1 The following documents can be viewed to provide further guidance and advice on the successful management and control of legionella:

- [ACoP L8](#) - Legionnaires' Disease. The Control of Legionella Bacteria in Water Systems. 4th Edition (2013)
- [HSG274 Part 1](#) – The Control of Legionella Bacteria in Evaporative Cooling Systems. Version 1 (2013).
- [HSG274 Part 2](#) – The Control of Legionella Bacteria in Hot and Cold Water Systems. Version 1 (2014)
- [HSG274 Part 3](#) – The Control of Legionella Bacteria in Other Risk Systems. Version 1 (2014)
- [INDG458](#) – Legionnaires' Disease. A brief Guide for Duty Holders. Version 1 (2012)

6.0 SUMMARY

- 6.1 Legionella bacteria cause legionellosis, a group of diseases that is usually contracted via the inhalation of aerosol droplets of water contaminated with legionella bacteria. The most serious disease is Legionnaires Disease and is a severe form of pneumonia and can be fatal to particular groups of persons e.g. those with immunosuppressed systems, smokers and persons over 50 years of age. Infection is caused by breathing in small droplets of water contaminated by the bacteria but the disease cannot be passed from one person to another. The bacteria survives in low water temperatures and thrives at temperatures between 20-45°C if the conditions are right, e.g. if a supply of nutrients is present such as rust, sludge, scale, algae and other bacteria.
- 6.2 A robust management system and an effective control strategy eliminates the risk of legionella bacteria forming in the UoP's hot and cold water systems.