FacilityOptix
FACILITIES MANAGEMENT

Legionella control log

Record temperatures as measurements, never as a tick. A number shows a system drifting.

This is the routine monitoring your written scheme calls for, carried out between a competent person's visits. The temperatures and frequencies the scheme works to come from the current guidance and from this system's own risk assessment — none is printed here. The outlets that matter most are the ones nobody uses.

SITE / BUILDING	SYSTEM	RISK ASSESSMENT REFERENCE
RESPONSIBLE PERSON	PERIOD COVERED	SHEET __ OF __

THE REGIME THIS LOG FOLLOWS

Risk assessment date, and by whom	
Written scheme reference	
Monitoring frequency, as the scheme sets it	
Target temperatures, as the scheme sets them	
Who holds competence for this system	
Water hygiene contractor, and last visit	

OUTLETS ON THE FLUSHING REGIME

A rarely-used shower is exactly where the risk sits, and exactly the outlet that drops off a regime when a building changes use. Record why each is on the list.

Outlet — location — why on the regime	
Outlet — location — why on the regime	
Outlet — location — why on the regime	
Outlet — location — why on the regime	
Outlet — location — why on the regime	
Outlet — location — why on the regime	
Outlet — location — why on the regime	
Outlet — location — why on the regime	

FLUSHING RECORD

One row per outlet above, one tick per visit.

	FLUSHED	NOT ACCESSIBLE
	☐	☐
	☐	☐
	☐	☐
	☐	☐
	☐	☐
	☐	☐
	☐	☐
	☐	☐
	☐	☐

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	FLUSHED	NOT ACCESSIBLE
	☐	☐
	☐	☐
	☐	☐
	☐	☐

TEMPERATURE MONITORING — SENTINEL OUTLETS

Write the reading. Do not tick. Record the unit.

Outlet — date — hot after running — cold after running — reading taken by

Outlet — date — hot after running — cold after running — reading taken by

Outlet — date — hot after running — cold after running — reading taken by

Outlet — date — hot after running — cold after running — reading taken by

Outlet — date — hot after running — cold after running — reading taken by

Outlet — date — hot after running — cold after running — reading taken by

Unit of measurement used

COLD WATER STORAGE TANKS

	OK	FINDING	N/A
Lid close-fitting and secure	☐	☐	☐
Insect screen fitted and intact	☐	☐	☐
Overflow and warning pipe screened	☐	☐	☐
Insulation intact	☐	☐	☐
No light ingress	☐	☐	☐
Water visually clear, no debris or scale	☐	☐	☐
No evidence of ingress or vermin	☐	☐	☐
Temperature taken and recorded above	☐	☐	☐
	☐	☐	☐
	☐	☐	☐
	☐	☐	☐

OTHER ITEMS THE RISK ASSESSMENT NAMES

	DONE	FINDING	N/A
Calorifier — temperature recorded	☐	☐	☐
Calorifier — drain-off and inspection	☐	☐	☐
Expansion vessels flushed as the scheme requires	☐	☐	☐
Showerheads and hoses descaled and disinfected	☐	☐	☐
TMVs serviced as the scheme requires	☐	☐	☐
Dead legs identified, and any removed	☐	☐	☐
Little-used outlets identified and on the regime	☐	☐	☐
	☐	☐	☐
	☐	☐	☐
	☐	☐	☐
	☐	☐	☐

FINDINGS AND ACTION TAKEN

Anything outside what the scheme expects, what was done, and who was told.

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BACK TO THE RISK ASSESSMENT

Anything referred back for reassessment	
Who it was referred to	
Date	
Outcome	

SIGN-OFF

MONITORING CARRIED OUT BY	DATE
REVIEWED BY RESPONSIBLE PERSON	DATE

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