

# Domestic Water System:

## Written Scheme of Control for Legionella

### At [Insert site name](#)

**The following two pages are to be completed by the user. We have emailed you a copy of these pages for you to complete and insert in the logbook.**

The Approved Code of Practice (ACoP) L8: *The Control of Legionella Bacteria in Water Systems* requires organisations to prepare a Written Scheme for controlling the risks from Legionella in water systems. Guidance on the content of the Written Scheme is given in HSG274 part 2 Appendix 2.2. The Written Scheme is prepared by the Responsible Person for Legionella control in your organisation. Information relating to the Written Scheme is contained in the Feedwater logbook. This summary sets out where the information and components of the Written Scheme are located within the logbook. HSE and other auditors strongly prefer records to be stored in one location for ease of audit. We recommend you store all documents relating to your system in the logbook at the locations specified.

**Systems included in the Scope of this document:** ([List here all the domestic water systems covered in this document](#)).

**Systems excluded from the scope of this document:** Cooling systems and other water services. ([Show where the logbooks / written schemes for these other systems are located](#)).

**Risk assessment, risk assessment reviews and the action plan developed from the assessment or reviews:** Located in Section 1 of this logbook.

**Duty Holder:** ([Insert name of corporate entity, landlord or self-employed individual](#)).

**Responsible Persons and communication pathways:** Listed in Section 4 of this logbook on Form MS1.

**Training:** Records of training are filed in Section 4 of this logbook.

**Allocation of responsibilities:** Set out in the management structure for the control of legionellosis (MS3) and in the Service Agreement located in Section 4.

**System Schematics:** Located in Section 2.

**The correct and safe operation of the system:** Set out in Section 3.

**Precautions to be taken:** Set out in Section 3.

**Analytical tests, other operational checks, inspections and calibrations to be carried out, their frequency and any resulting corrective actions:** See section 3 and the Service Agreement in section 4. A summary schedule is given in Section 5.

**Remedial actions to be taken:** Set out in Section 3.

**Health and Safety Information for chemical products used in treatment:** Stored in section 7

**Incident Plan:** Detailed in section 8

Records of completed actions are stored in section 9-15 at rear of the logbook. There is also space available to record other documentation relevant to your cooling system.