
Quality, Health, Safety, Environmental & Energy Manual: Document No:SM-50 Legionellosis (Legionnaires Disease)

Toyota Material Handling UK Ltd's (TMHUK) policy is to control, prevent and minimise the risk from legionella, to provide and maintain safe and healthy working conditions, equipment and systems of work for all team members, contractors and visitors, and to provide such resources, information, training and supervision as needed for this purpose. TMHUK will do all that is reasonably practicable to manage the risk of legionellosis and will follow the steps laid out in the procedures and written control schemes. This will be judged on the basis of the balance of risk, cost and practicality.

General

- 1.1 Legionella bacteria are found naturally in the environment, usually in water. The bacterium grows best in warm water, for example, cooling towers, hot water tanks, large plumbing systems, or parts of the air-conditioning systems of large buildings.
- 1.2 People can get Legionnaires' disease when they breathe in a mist or vapour that has been contaminated with the bacteria. The bacteria are NOT spread from one person to another.
- 1.3 To reduce the possibility of creating conditions in which the risk from exposure to legionella bacteria is increased, it is important to control the risks by introducing measures which:
 - a) do not allow a proliferation of the bacteria in the water systems; and
 - b) reduce exposure to water droplets/mists.

The following sections detail the Company's arrangements to that effect.

Policy

- 2.0 The Depot Responsible Manager will ensure that all potential sources of legionella bacteria are identified and the appropriate controls are in place. A risk assessment of the equipment/process may be required.
- 2.1 Low risk systems/processes, such as showers, hot and cold outlets and instant hot water heaters which are not in regular use require weekly inspection and flushing/purging of the system, and details recorded on form Q041- Legionella Inspection Log.
- 2.2 A program of water temperature testing is required for all hot and cold outlets/taps which are in regular use and details recorded on form Q047 – Hot & Cold Water, monthly monitoring log.
- 2.2 The person conducting the risk assessment must consider factors such as:-
 - i) how legionella may enter the system
 - ii) whether the temperature range is favourable for growth (20° - 50°)
 - iii) the likelihood of droplet or spray formation under normal **and** fault conditions
 - iv) the vicinity of nearby buildings or air intakes
 - v) the source of supply – ie mains supply or not
 - vi) any breakdowns and repairs
 - vii) disinfection used
- 2.3 If a significant risk has been identified a system of appropriate controls must be introduced, including:-
 - i) a schematic plan of the site/services
 - ii) maintenance requirements
 - iii) monitoring arrangements for the system

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- iv) clearly identified persons responsible for cleaning , monitoring, testing etc.
- v) a written scheme of control and log (system to be checked regularly).

2.4 Further information and guidance on legionella bacteria, the associated risks and appropriate controls should be sought from the Quality Safety & Environmental team if required.

RECORDS

- 3.0 All risk assessments, control documents and monitoring/flushing logs generated for the purposes of controlling water services and the associated legionella risk, will be retained locally for not less than 2 years.
- 3.1 Records of monitoring and inspection and check will be retained locally for not less than 5 years.
- 3.2 Copies of all documentation are to be sent to the QSE team upon expiry to be retained in perpetuity.