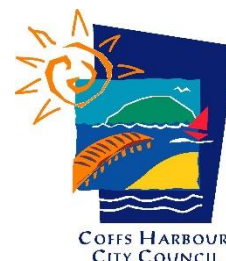


Warm Water System Operation & Maintenance Inspection Checklist

Public Health Regulation 2022 and AS/NZS 3666.2:2011



Premises Details	
Date of inspection:	
Premises Name:	BusName
Premises Address:	BusAdd1 BusAdd2
Property Number:	PropNo
Occupier Name:	Proprietor
Occupier Email Address:	Email

System Details	
Type of Warm Water System:	<input type="checkbox"/> Tepid <input type="checkbox"/> Thermostatic Mixing Valve
WWS Identification:	Model Number: Serial Number:
Location of WWS on site:	SystemLoc
Number of WWS on site:	NumSystems

Public Health Act 2010 – Part 3, Division 2	
Who undertakes the operation and maintenance works for the system? (Section 29 & 30)	
Public Health Regulation 2022 – Part 2, Division 2	
Is there safe and easy access to the system for cleaning, inspection & maintenance? (Section 13E & 13F)	
Air-handling and water systems of buildings – Microbial control (AS/NZS 3666.2:2011)	
Are the operation & maintenance manuals available on site? <input type="checkbox"/> Physical details of the plant, equipment and systems <input type="checkbox"/> Recommendations on maintenance including water treatment <input type="checkbox"/> Recommended cleaning and disinfection schedules <input type="checkbox"/> Emergency decontamination procedures <input type="checkbox"/> Start-up, operating and shut down procedures <input type="checkbox"/> Details of the maintenance management program	
Are maintenance records current and available on site? <input type="checkbox"/> Date, item of plant, equipment or system and nature of service <input type="checkbox"/> Details of defects found and rectification procedure undertaken <input type="checkbox"/> Name of the person and company performing the service	
Is the system equipped with a water treatment unit? If yes, is it inspected monthly and maintained in accordance with manufacturer specifications?	
Tepid systems only: Are the water storage tanks periodically inspected, cleaned and disinfected?	

NSW Health Policy Directive - Requirements for the Provisions of Cold and Heated Water NSW Code of Practice for the Control or Legionnaires' Disease – Part 9	
Are there any known 'dead legs' in the system? (Section 3.1) If yes, what plans are in place to remove them?	
Does the temperature coding for taps comply? (Section 3.2)	
Is there appropriate signage on hot water fixtures? (Section 3.2) 'Warning – this fixture may deliver hot water which will scald'	
What are the temperature set points? (Section 3.4) Adult – 40.5°C – 45°C (46°C shut-off) Children - 38°C – 40.5°C (43.5°C shut-off)	
Are monthly temperature checks occurring from at least one tap supplied by each tepid system or TMV? (Section 3.5 & 5.2)	
Will the water system be isolated and not used where there is a variation of 2°C or more? (Section 5.2)	
Provide details of risk based sampling program (Section 4.4) <ul style="list-style-type: none"> • Who undertakes sampling? • Are the correct sample bottles used? • How often does sampling occur? • How many samples are taken? • How are the sample locations determined? • Is there a rotation of the sample sites? • Have the most recent samples been compliant? (e.g. <10 CFU/ml) 	
Provide details of the decontamination program (Section 4.4.4.3 & Section 9.10) If a sample does not meet the required criteria, what is the standard process of decontamination? Is there a written protocol detailing the actions required?	
Is there a flushing program for tap/shower fixtures when not in use? E.g. empty rooms	
Are TMV Maintenance Report forms completed when commissioning, servicing or repairing a TMV? (Section 5.1 & 6)	

Comments and Recommendations:

Environmental Health Officer:	OffName
Date:	