



## Health & Safety Policy for Safestream Water and Air Ltd

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### 1. Policy Statement

Our company is committed to ensuring the highest standards of health, safety, and welfare for all employees, contractors, clients, and others who may be affected by our activities. This policy specifically addresses the duties and safe working practices of LEV Service Engineers, whose work involves inspection, servicing, commissioning, fault-finding, breakdowns, filter changes, and operations that may include working at height and entry into confined spaces. This policy also applies to Water Hygiene Engineers, whose duties involve inspection, monitoring, testing, cleaning, disinfection, and maintenance of water systems, with particular attention to risks such as Legionella and other waterborne pathogens.

We recognise our responsibilities under the Health and Safety at Work Act 1974 and all relevant UK legislation, including but not limited to:

- Management of Health and Safety at Work Regulations 1999
- Control of Substances Hazardous to Health Regulations (COSHH) 2002
- Work at Height Regulations 2005
- Confined Spaces Regulations 1997
- Provision and Use of Work Equipment Regulations (PUWER) 1998
- Control of Noise at Work Regulations 2005
- Electricity at Work Regulations 1989
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013

Our aim is to prevent accidents, protect health, and maintain safe systems of work at all times.

### 2. Scope

This policy applies to all employees and contractors engaged in LEV work activities, including:

- Temperature monitoring and system flushing
- Cleaning and disinfection of water systems (e.g., tanks, pipework)
- Water sampling, testing, and reporting
- Legionella risk assessments and monitoring
- Routine servicing and maintenance
- Commissioning of LEV systems

- Thorough Examination and Testing (TExT)
- Breakdown response and corrective repairs
- Filter removal, replacement, and hazardous waste handling
- Inspection and testing activities
- Work at height (e.g., accessing ductwork, fans, and exhaust stacks)
- Confined space operations (e.g., ductwork, enclosures, extraction chambers)
- Vehicle use and travel to/from client sites

### 3. Responsibilities

Employer:

- Provide suitable training, equipment, and resources to ensure safe working practices.
- Carry out risk assessments and provide method statements (RAMS) for relevant tasks.
- Maintain PPE, tools, and access equipment in safe working condition.
- Ensure compliance with all applicable legislation.

Employees (Service Engineers):

- Follow all company health and safety procedures.
- Use PPE and tools correctly.
- Report hazards, near-misses, and incidents immediately.
- Stop work if unsafe conditions are identified.
- Attend and engage in all mandatory training and refresher courses.

### 4. Safe Systems of Work & Key Safety Arrangements

- Legionella risk assessments must be carried out and documented.
- Water samples must be collected safely, labelled, and transported to approved laboratories.
- Cleaning and disinfection of tanks, calorifiers, and pipework must follow industry standards (e.g., HSG274, ACOP L8).
- Biocides and chemicals must be handled under COSHH controls with appropriate PPE.
- Engineers must avoid aerosol generation where possible and implement controls to prevent exposure to waterborne pathogens.
- Temperature checks, flushing, and other routine monitoring must be logged accurately.
- Confined space procedures apply when working in tanks or restricted areas.

#### 4.19 Water Hygiene Engineer Activities

##### 4.1 Work Vehicles & Travel

- Vehicles must be maintained, taxed, MOT'd, and insured.
- Daily vehicle checks must be completed (tyres, lights, brakes, fuel, oil).
- Mobile phones must not be used while driving unless hands-free.
- Rest breaks must be taken to avoid driver fatigue.
- Equipment and tools must be secured to prevent movement during transit.

## **4.2 General Site Safety**

- Dynamic risk assessments must be carried out before starting work.
- Site inductions must be completed where required.
- Only authorised and trained staff may carry out LEV inspection and servicing tasks.

## **4.3 Accident & Near Miss Reporting**

- All accidents, near misses, and dangerous occurrences must be reported immediately.
- Incidents must be logged and investigated, with corrective actions implemented.
- Statutory reporting (RIDDOR) will be completed by management where required.

## **4.4 Alcohol & Drug Misuse**

- Zero tolerance for alcohol or illegal drug use during working hours.
- Employees must not attend work under the influence of substances affecting performance or safety.
- Prescription medication that may impair ability must be declared to management.

## **4.5 Dangerous Substances & Explosive Atmospheres (DSEAR)**

- Work involving flammable, explosive, or reactive substances must comply with DSEAR.
- Hot works in hazardous areas require risk assessment and permit.
- Only intrinsically safe equipment may be used in explosive atmospheres.

## **4.6 Disciplinary Rules**

- Failure to follow health and safety rules may result in disciplinary action up to dismissal.
- Serious breaches (e.g., deliberate disregard for safety, substance misuse, unsafe driving) will be treated as gross misconduct.

## **4.7 Electricity**

- All electrical work must be carried out by competent persons.
- Lockout/Tagout (LOTO) procedures must be followed before servicing.
- Portable electrical equipment must undergo regular PAT testing.

## **4.8 First Aid**

- First aid kits must be available in vehicles and at worksites.
- Engineers should be trained in Emergency First Aid at Work.
- All incidents requiring first aid must be reported.

## **4.9 Hand Tools & Equipment**

- Only suitable, well-maintained tools may be used.
- Defective tools must be removed from service immediately.
- PUWER inspections must be completed.

#### **4.10 Work-Related Ill Health**

- Regular health surveillance (e.g., hearing tests, lung function testing) may be required depending on exposure risks.
- Engineers must report symptoms of work-related ill health (e.g., respiratory irritation, musculoskeletal issues).

#### **4.11 Lone Working**

- Lone working is permitted only with risk controls in place (check-ins, mobile contact, lone worker devices).
- High-risk activities (confined space entry, work at height) must not be carried out alone.

#### **4.12 Manual Handling**

- Manual handling assessments must be completed before lifting heavy or awkward loads.
- Mechanical aids (trolleys, hoists) must be used where available.
- Staff must use correct lifting techniques to prevent injury.

#### **4.13 Noise**

- Noise levels must be assessed where loud equipment or machinery is in use.
- Hearing protection zones must be respected.
- Appropriate PPE (ear defenders, plugs) must be worn.

#### **4.14 Permit to Work**

- Permits are required for confined space entry, hot works, electrical work, and work at height.
- Work must not begin until a valid permit is issued and signed.

#### **4.15 Filter Changes**

- Risk of exposure to hazardous dusts and fumes must be controlled using PPE (RPE, gloves, disposable coveralls).
- Contaminated filters must be bagged and sealed immediately for safe disposal under COSHH requirements.
- Hygiene procedures (handwashing, decontamination) must be followed after handling used filters.

#### **4.16 Work at Height**

- Work at height must only be undertaken when no safer alternative is available.
- Access equipment (ladders, towers, MEWPs) must be inspected before use.
- Fall protection (harness, lanyards, anchor points) must be used where required.
- Weather conditions must be considered before external work at height.

#### **4.17 Confined Space Work**

- No engineer may enter a confined space without suitable training and authorisation.
- A confined space risk assessment and permit-to-work must be completed.
- Continuous atmosphere monitoring (oxygen, toxic gases, vapours) must be carried out.

- A standby person must be present outside the confined space at all times.
- Adequate ventilation and emergency rescue arrangements must be in place.

#### **4.18 Respiratory Infections & Contamination Risks**

- Engineers must not attend work if suffering from contagious respiratory infections.
- FFP3 or higher masks must be used where airborne contaminants are present.
- Strict hygiene practices must be followed to prevent contamination.

### **5. Personal Protective Equipment (PPE)**

- Safety helmet
- Safety footwear
- High-visibility clothing
- Eye protection (safety glasses or goggles)
- Gloves suitable for chemical and mechanical hazards
- Respiratory Protective Equipment (RPE) where required
- Fall arrest harness and lanyards (for work at height)
- Confined space entry equipment (escape sets, monitors)

### **6. Training Requirements**

- Legionella awareness and control (ACOP L8 and HSG274)
- Water sampling techniques and hygiene procedures
- Chemical handling and COSHH awareness (specific to biocides)
- Cleaning and disinfection procedures for water systems
- LEV Thorough Examination & Testing (BOHS P601 or equivalent)
- COSHH awareness and safe handling of hazardous substances
- Safe filter handling
- Manual handling
- Work at height (including harness use and MEWP operation)
- Confined space entry and rescue
- First aid and emergency response
- Driving and vehicle safety
- Fire safety and extinguisher use
- Noise awareness
- DSEAR awareness
- Use of test equipment and calibrated instruments

## 7. Emergency Procedures

- Engineers must familiarise themselves with site-specific emergency arrangements.
- Emergency equipment (fire extinguishers, spill kits, first aid kits) must be available and accessible.
- In confined space or work-at-height situations, a rescue plan must be in place before work starts.

## 8. Monitoring and Review

- Supervisors will audit compliance through site inspections and vehicle checks.
- Periodic audits of site safety and compliance will be conducted.
- Engineers' competence will be reassessed every 3 years or sooner if job roles change.
- Training records will be maintained and updated.
- This policy will be reviewed annually or following significant incidents, changes in legislation, or work practices.

George Taylor & David Whatmough  
Directors  
Safestream Water and Air Ltd  
30/08/2025

Two handwritten signatures in black ink. The first signature, on the left, is 'G Taylor' written in a cursive style. The second signature, on the right, is more stylized and appears to be 'D Whatmough'.