

COGWT13

Carry out water system survey



Overview

This unit is for those with responsibility for carrying out surveys relating to water treatment programmes including:

- 1 cleaning operations
- 2 testing and monitoring operations
- 3 chemical programmes
- 4 plant and equipment specification

Previous Version

None

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Performance criteria

- You must be able to:*
- P1 work safely at all times, complying with health and safety regulations and guidelines in line with company policies
 - P2 establish the purpose for completing the survey
 - P3 ensure that a survey programme has been provided in accordance with company operating procedures
 - P4 identify any samples or tests that need to be completed for the survey
 - P5 identify any resources that are required for the survey
 - P6 ensure that any equipment selected is appropriate to the survey
 - P7 ensure that all resources are ready and available
 - P8 check that any equipment is in serviceable condition
 - P9 complete any sampling in accordance with the survey programme
 - P10 complete any on-site tests in accordance with the survey programme
 - P11 complete the survey datasheets legibly
 - P12 record any deviations from the survey programme using the relevant documentation in accordance with company operating procedures
 - P13 leave the work place as tidy as it was found
 - P14 give the information and samples to the relevant person(s)

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Knowledge and understanding

You need to know and understand:

- K1 what your personal responsibilities with regard to health and safety in the working area are
- K2 what your legal responsibility for your own health and safety, and the health and safety of others is
- K3 what working practices ensure that the working environment is conducive to good health
- K4 what the approved codes of practice/working practices are and why it is important to follow them
- K5 how and when to complete a work task risk assessment
- K6 when specific site requirements are in place and what to do to comply with them
- K7 who has requested the survey and why
- K8 the survey programmes and company procedures to be followed
- K9 how to identify what samples and tests are required by the survey programme
- K10 what resources are required for the survey
- K11 what equipment can be selected and what is required
- K12 how to identify defective equipment and the action to take
- K13 how to complete any sampling and on-site tests in accordance with the survey programme
- K14 how to complete the survey datasheets that are relevant to the survey being carried out
- K15 how to obtain the information required by the survey datasheets
- K16 what company documentation has to be completed
- K17 why it is important to leave the work place tidy
- K18 who the relevant person(s) are
- K19 how to get the information/samples to the relevant person(s)

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Additional Information

Glossary

Regulations and guidelines

Includes relevant health, safety and environmental regulations, COSHH, Codes of Practice, British, European and International standards, site procedures

Water treatment programmes

Can include for any water system: chemical and non chemical processes, monitoring and inspection, sampling, equipment provision and servicing, legionella risk assessment, cleaning operations, remedial engineering works, other products and services associated with water systems

Survey programme

Includes site contact details, systems to be surveyed, samples and tests required, survey output; datasheets

Resources

Includes personal protective equipment, company documentation, identification, access equipment, sampling equipment, testing equipment

Company operating procedures

Includes company requirements, instructions and method statements

Documentation

Includes standard operating procedures, analysis methods, analysis/report sheets, completion reports, inspection reports, log book records

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