

Local Exhaust Ventilation (LEV) LOG BOOK

Company:	
Make of extraction system:	
Unit model number:	
Unit serial number:	
Machine model / plant number:	
Log book number:	
LEV number:	



HSG258

HSG258 Controlling Airborne Contaminants at Work – a guide to Local Exhaust Ventilation (LEV) states that all LEV system owners (employers) need both a 'user manual' and a system 'logbook'.

This logbook is designed to act as a record of all weekly operator checks, regular services and routine LEV Tests. Filtermist recommends that weekly checks are undertaken, but daily checks may be required in more arduous applications. Please refer to page 10 for information on the frequency of LEV Tests required by CoSHH.

HSG258 (319) states that identified checks for each item in the system could include:

- Hoods, including airflow indicators, physical damage and blockages
- Ducts, including damage, wear and partial blockage
- Dampers position
- Air cleaner, including damage, static pressure across the cleaner, and failure
- Alarms
- Air mover, including power consumption and changes in noise or vibration
- Maintenance carried out
- Replacements made
- Planned and unplanned repairs
- Operator's use of the LEV check they are following correct procedures

The date of the check should be entered, along with the signature of the person who inspected the system and any specific comments.

HSG258 (320) states specific examples of data which could be recorded, including:

- Clearance time for a room enclosure or booth
- Receiving hood positioning, particularly for moveable hoods
- Capturing hood and working zone within the capture zone
- Operator making sure the source is well within a partial enclosure
- Operator working sideways-on to the airflow in a walk-in booth
- Clutter obstructing LEV
- Checking the fan noise and keeping the impellers clean
- Fan bearing replacement
- Filter material replacement



Checklist

The following list includes examples of checks which could be included for specific types of LEV system.

Oil mist extraction systems

Check that the unit is turned on and operational.

Check all grilles and pre-filters within the extraction ductwork and ensure they are clear.

Check that the machine enclosure is clearing.

Check the position of airflow regulator controls. These will have been set and marked during the installation / commissioning process.

Check any interconnecting ductwork for damage or leaks, and check that all ductwork connections are secure.

Check that the drain pipe is unrestricted and not submerged (unless the user manual specifies that it should be submerged). Empty the collection container if one is used.

Check that any 'U' bend drain (if fitted) is functioning correctly. Follow similar checks for the drain hose.

Check for excessive vibration or unusual noises.

Check the capture hoods (if fitted) for change of position, damage or blockage.

Check the condition of the afterfilter (if fitted).

Check the status of the visual airflow indicator (if fitted).

Dust control systems

Check that the unit is turned on and operational.

Check the work area for signs of dust deposits.

Check the cleanliness of the filter.

Check the water levels on wet scrubbers are correct.

Check that any mechanical filter shaking systems are functioning correctly.

Check the capture hoods (if fitted) for change of position, damage or blockage.

Check for excessive vibration or unusual noises.

Check any interconnecting ductwork for damage or leaks, and check that all ductwork connections are secure.

Check the status of the visual airflow indicator (if fitted).

Fume extraction systems

Check that the unit is turned on and operational.

Check that the working area is clearing.

Check any interconnecting ductwork for damage or leaks, and check that all ductwork connections are secure.

Check the capture hoods (if fitted) for change of position, damage or blockage.

Check for excessive vibration or unusual noises.

Check the status of the visual airflow indicator (if fitted).

Check the condition of the afterfilter (if fitted).

Check the position of airflow regulator controls (if fitted). These will have been set and marked during the installation / commissioning process.



Date	Name	Signed	Comments



Date	Name	Signed	Comments



Date	Name	Signed	Comments



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Maintenance

Routine maintenance should be carried out in accordance with the manufacturer's recommendations – failure to carry out recommended work may affect the performance of the LEV system and invalidate your warranty.

A maintenance record sheet is included on the following page of this log book and should be completed as necessary. Any unscheduled maintenance should also be recorded.

Filtermist engineers provide a nationwide service for all makes and models of air filtration and extraction equipment, as well as comprehensive CoSHH compliant LEV Testing.

Call 01952 290500 or email sales@filtermist.com to discuss your requirements or book an appointment.



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Engineer name:	Engineer name:	Engineer name:
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Control of Substances Hazardous to Health (CoSHH)

The continued widespread occurrence of occupational lung diseases in the UK has led to increasingly stringent guidelines and statutory requirements for LEV.

In May 2008, the Health and Safety Executive (HSE) published a new, comprehensive guide (HSG258) on LEV for designers, installers and examiners and detailed guidance for employers and their employees who depend on LEV to protect their health. This has since been superseded by a Third edition which was published in 2017. All references to HSG258 in this logbook refer to the Third edition.

Most LEV systems must be tested by a competent person at least once every 14 months, but some should be tested more frequently

The CoSHH regulations require that all LEV systems are subject to regular thorough examinations. The examination must be undertaken by a competent person and the tests and reports must conform to HSE standards. The HSG258 guideline on Controlling Airborne Contaminants provides the recommended procedures to achieve these statutory requirements, including the following paragraph about frequency of testing:

'The maximum time between tests of LEV systems is set down in CoSHH and for most systems this is 14 months (see the exceptions in Table 18). In practice, this is normally taken to mean annually. If wear and tear on the LEV system is liable to mean that the system effectiveness will degrade between tests then thorough examinations and tests should be more frequent.'

Table 18 Legal maximum intervals for thorough examination and test of LEV plant used in certain processes(CoSHH Schedule 4):

Process	Minimum frequency
Processes in which blasting is carried out in or	1 month
incidental to the cleaning of metal castings in	
connection with their manufacture	
Jute cloth manufacture	1 month
Processes, other than wet processes, in which metal	6 months
articles (other than gold, platinum or iridium) are	
ground, abraded or polished using mechanical	
power, in any room for more than 12 hours a week	
Processes giving off dust or fume in which non-	6 months
ferrous metal castings are produced	

Please refer to page 85 in HSG258 for detailed information.

Filtermist's dedicated LEV team provides CoSHH compliant LEV testing for all makes and models of LEV systems. Email sales@filtermist.com or call 01952 290500 to book CoSHH compliant LEV Testing from Filtermist's P601 accredited engineers. Visit http://www.filtermist.co.uk/lev-testing/ to find out more.



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