

Commissioning Report

(In accordance with the Health and Safety Executive guidance document HSG258)



Client:			
Contact:			
Site:			
Plant Location:			
MC Details:		MC Serial Number	
Customer PO:		F/M Ref Number:	

Introduction and Background

Employers have a legal responsibility under The Control of Substances Hazardous to Health Regulations (COSHH) 2002, Regulation 7 to prevent or, where this is not reasonably practicable, adequately control exposure of employees to substances hazardous to health.

COSHH Regulation 9 states that where engineering controls are put into place to meet the requirements of Regulation 7, thorough examination and testing of these systems must be carried out at least once in every 14-month period. Systems must be maintained in an efficient state, in efficient working order, in good repair and in a clean condition.

Further specific industry guidance can be found on the Health and Safety Executive website - <https://www.hse.gov.uk/coshh/essentials/direct-advice/index/htm>

Note: The COSHH Regulation 9(4) requires all records relating to the LEV system to be kept for a minimum of 5 years.

Substance to be controlled	EH40 Workplace Exposure Limit (WEL)		Comments
	Long term exposure limit (8-hour TWA reference period)	Short term exposure limit (15-minute reference period)	
	mg.m ³	mg.m ³	
Does this system need to be operational with an oil mist load to determine of exposure is controlled:			
Process Status at time of Test			
Date of system install:			
Date of commissioning:			
Date of next LEV Test:			
Is the system controlling the exposure?			
Access Equipment Used / Required:			
<u>System Description</u>			

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Frequency of thorough examination and test							
None of the processes listed below or similar					14 months		
Process in which blasting is carried out in or incidental to the cleaning of metal castings in connection with their manufacture or similar					1 month		
Jute cloth manufacture or similar					1 month		
Processes, other than wet processes, in which metal 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 or similar.					6 months		
Processes giving off dust or fume in which non-ferrous metal castings are produced or similar.					6 months		
Visual and structural examination							
	Yes	No	N/A	Comments			
Are there any signs of damage or wear of any external items							
Are there any signs of damage or wear of the internal duct system?							
Is the air to be re-circulated							
Details of Primary Filter / Air Mover				Secondary Filter Fitted			
Identity / Serial No:				(After Filter / FM only):			
Type:				Type:			
Make:				Make:			
Model:				Efficiency / EU rating:			
Fan Duty (kW):				Monitoring equipment:			
Fan Rotation:				Filtermist Notes / Comments:			
Monitoring Equipment:		Pin					
Pre-filter In (Pa):		Pre-filter Out (Pa):					
Fan In (Pa):		Fan Out (Pa):					
Absolent Units Only:							
Pressure Differential Across Filter Media							
Filter Stage	Clean Side	Dirty Side	Difference	A.Monitor Display	Filter Type / Efficiency		
1							
2							
3							
Absolent Notes / Comments:							
Description of check carried out					Yes	No	N/A

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Are the filters and ductwork assemblies and orientation correct in accordance with specification				
All controls function correctly in accordance with specification.				
Before leaving site, check all over unit for any loose swarf or debris left lying in the flanges or on top of unit, if present, wipe away using brush or cloth				
Description of the process (including comments on how to use the system):				
Number of hoods in the LEV system:		Number of hoods in use at any one time:		
Describe the hood usage if the number of hoods in use at any one time is less than the total number in the LEV system:				
Health and Safety Checks				
	Yes	No	N/A	Comments
Are there any health risks from residues in the system?				
Are there any risks from mechanical parts, working at heights, electricity, manual handling etc?				
Are there any other Specific risks?				
Has Occupational Hygiene Monitoring been Carried out in the Area?				<u>If Yes, Summarise findings (reference the occupational hygiene report number and date if available).</u>
Test Equipment Used				
Test Equipment	Test Equipment Serial No.			Calibration Date
Method Used to Assess Effectiveness				
<p>Quantitative assessments were conducted at the hoods and test points within the ducting (ideally at least 4-6 duct diameters from turbulence/bends/dampers etc.) where applicable.</p> <p>Qualitative assessments were carried out using either a smoke generator and/or a Tyndall Lamp, (whichever is applicable), to verify capture/containment/control.</p> <p>Internal inspections are carried out using a Borescope where access is not possible.</p> <p>Hood Effective Ranges are calculated using Fletchers Equation via the Oxy18 App.</p>				
Qualitative Assessment				
Negative Pressure Smoke Test (at all gaps/openings):				
Smoke Clearance Time:				
Is the LEV Design known to be effective:				
Any notification labels applied:				
Notes/Comments				

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Quantitative Assessment									
System Design Air Volume (m ³ /hr):									
Enclosure Negative Pressure (Pa):									
Comments:									
Test Point - Ducting									
Test Point ID	Duct Size (mm)	Area (m ²)	Recommended Velocity (m/s)	Induct Velocity (m/s)	Static Pressure (Pa)	Volume Measurement (m ³ /hr)	Status		
Test Point - Hood / Inlet									
Test Point ID	Hood Shape	Hood Size (mm)	Area (m ²)	Recommended Velocity (m/s)	Face Velocity (m/s)	Static Pressure (Pa)	Hood Effective Range (Pa)	Volume Measurement (m ³ /hr)	Status
<u>Conclusions</u>									
Photos (see separate schematic for multi-point systems):									
<u>Commissioning, Routine, Maintenance and Training Handover:</u>									
<p>This system has been commissioned in accordance with HSG258 and compared to design specification.</p> <p>Please refer to the maintenance manual for routine and time frame of your maintenance frequencies, specifics of critical parts and warranty can also be found there (where applicable).</p> <p>A logbook should be filled out as per HSG258, this will be paramount in future service and LEV testing of this process.</p> <p>Internal Swarf arrestors should be inspected at regular frequencies, to keep the system at optimum efficiency.</p> <p>Review condition of flexible ducting (where applicable) for damage, wear and tear.</p> <p>Daily check required if separate collection vessel is used to ensure the return pipe is not submerged and does not overfill. Refer to manual for information.</p>									
Signatures									
Test Engineer			Name:						
			Date:						
			Signed:						
Site Contact			Name:						
			Date:						
			Signed						