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UKAS Accredited for LEV Commissioning & LEV TExT (Thorough Examination & Test)

WHY P&J SHOULD BE YOUR PREFERRED LEV SUPPLIER FOR DUST & FUME EXTRACTION SYSTEMS & REPORTS?

This Booklet Explains:

- **What you are entitled to expect from your LEV supplier**
- **Why we would like you to appoint P&J as your preferred LEV partner**
- **How P&J demonstrate competence as specialist LEV engineers**

Introduction

Local Exhaust Ventilation (LEV) is a serious business, protecting people from airborne hazardous substances, in the form of dusts and fumes, at work which can cause Respiratory Disease, Industrial Asthma, Cancer & COPD (Chronic Obstructive Pulmonary Disease).

The LEV industry has a history of making systems that do not work properly, are rarely tested, and producing inadequate LEV test reports.

The Health and Safety Executive (HSE) is campaigning to improve the equipment and service standards of the LEV Industry, and to encourage buyers of LEV to ensure that their supplier is competent.

The HSE have issued updated information about LEV in the form of these publications:

For buyers and users of LEV there is a HSE advice booklet:

INDG 408 'Clearing the Air: A simple guide to buying & using local exhaust ventilation (LEV)'

Technical guidance for the LEV industry is detailed in:

HSG258 'Controlling airborne contaminants at work, A guide to local exhaust ventilation (LEV)'

Both are available as downloads on www.pjdust.co.uk or email: info@pjdust.co.uk to request a copy.

For more information about HSG258 please see pages 5, 12

As buyer of LEV, you have a statutory duty to make sure that anyone who Designs, Selects, Checks, Maintains or Tests - TExT (Thorough Examination and Test) your LEV system is competent to do so.

Not everyone in LEV, who claims to be competent, is competent; you need to ask for evidence.

What you are entitled to expect from your LEV supplier

The HSE want you (buyers of LEV Equipment and Services) to get a **better deal** from the LEV Industry, and to be sure that your LEV supplier is the right partner for your LEV needs.

The HSE suggest that when you are evaluating suppliers of LEV systems, Commissioning and Testing services you **ask all potential suppliers these questions:**

1. What experience do you have in designing and providing LEV systems?
2. What are your professional qualifications, experience and memberships?
3. Have you successfully applied LEV to similar processes in my industry?
4. Can you provide references, testimonials or examples showing successful installation of LEV systems?
5. To what industries have you supplied LEV?
6. Are you tied to a particular range of LEV products?
7. How will you show that the LEV provides adequate control?
8. PRESSURE GAUGES (Air Flow Indicators) must be fitted to new systems to show that the LEV is working properly
9. TRAINING in how to use, check and maintain the LEV system
10. USER MANUAL describing & explaining the LEV system, how to use, check, maintain & test it, along with performance benchmarks & replacement part schedules.
11. LOG BOOK for the system for operative to record results of operator checks & maintenance.

P&J's response to each of these is detailed on the following pages

If you would like further information about how P&J can help you,
or for free advice on LEV, please contact us

Phone: 01795 582600 / Email: info@pjdust.co.uk / <https://www.pjdust.co.uk>



How P&J satisfy these enquiries

1. What experience do you have in designing and providing LEV systems?

P&J are experienced, competent LEV Specialist Engineers, we have been designing, manufacturing, and installing LEV (dust and fume extraction) systems since 1980.

Our clients include most local authorities, the MOD, Home Office and the Royal Household.

The competence of P&J's advice, installations, LEV designs, and reports is fully insured

P&J have Professional Indemnity insurance, which provides assurance for our clients that our LEV system advice, design, commissioning & reporting is competent, and backed by insurance.

Very few LEV professionals offer this essential protection for their clients.

For more information about P&J's experience, please see pages 11

2. What are your professional qualifications, experience and memberships?

P&J are the only extraction specialists whose technical competence has been independently assessed and verified by UKAS accreditation for LEV Testing, LEV Inspection & LEV Commissioning to HSG258.

Our staff has many years of practical experience and training in the design and testing of LEV systems, and a range of relevant professional qualifications including B.O.H.S. specialist modules on the Control of Hazardous Substances and the Examination Certification & Testing of LEV.

The Director responsible for the Test department is a Chartered Safety & Health Practitioner.

Memberships of the company and our staff includes: ACGIH, BOHS, BRITISH SAFETY COUNCIL, CHAS, CONSTRUCTION LINE, HVCA, IOSH SHAPA, WMSA.

Details of P&J training, qualifications, accreditations & memberships is on page 6

3. Have you successfully applied LEV to similar processes or activities in my industry?

As specialist LEV engineers since 1980 we have built on our expertise and developed a substantial client base across almost all industry sectors.

We will be pleased to discuss your application with you and explain our experience in your particular industry in detail.

4. Can you provide references, testimonials or examples showing successful installation of LEV systems?

Yes, following each contract we compile customer feedback forms, we are happy to share these with you.

We will arrange for references from previous clients on request, and we will show you examples of previous installations, where appropriate we can arrange site visits to previous projects.

5. To what industries have you supplied LEV?

P&J design, install, commission & test LEV for a varied range of industries and applications ranging from school DT workshops to large manufacturing plant for food processing, metalworking, pharmaceuticals & woodworking.

Industries that P&J can provide references from are listed on page 11

6. Are you tied to a particular range of LEV products?

P&J manufacture their own range of high-quality LEV that gives us complete control over quality, production and availability. This enables us to offer units of any configuration and a low-cost bespoke service where non-standard sizing is required.

P&J are approved distributors and installers for other high-quality manufacturers so we can supply other makes where appropriate to the application.

7. How will you show that the LEV provides adequate control?

P&J quotations identify the W.E.L. (Workplace Exposure Limit) for the hazardous substance that you have asked us to control. If there is not a current WEL, we will advise what other O.E.L. (Occupational Exposure Limit) should be worked to, or you can specify to us the level of control required.

P&J guarantee that the LEV systems that we design will achieve control to below the W.E.L. or other agreed level specified in the quotation.

To see what a P&J Commissioning LEV Report contains, please see page 18

We will show that the LEV provides adequate control by carrying out a detailed LEV Commissioning report, which includes dust sampling in the breathing zone of the operator at each extraction point during the Commissioning LEV Test. For fumes we arrange for visualisation or personal and static sampling as agreed with the client.

HSG258 items

8. PRESSURE GAUGES (Air Flow Indicators) must be fitted to new systems to show that the LEV is working properly

P&J install Pressure Gauges on each extraction hood duct where they will provide a visible indicator to the operator that the LEV is working correctly. These are installed during the Commissioning LEV Test and will be calibrated by our LEV Engineer to the operating performance of your LEV.

9. TRAINING in how to use, check and maintain the LEV system

P&J provide a demonstration and training in the use of the system at installation, to the usual operator and again during the Commissioning LEV test.

A P&J LEV test engineer checks that the operator is using the LEV correctly, understands the maintenance requirements and is making the required operator checks, at the time of the scheduled Commissioning LEV test, which is on a date agreed with the client. Further training is available.

10. USER MANUAL describing & explaining the LEV system, how to use, check, maintain & test it, along with performance benchmarks & replacement part schedules.

P&J provide detailed O&M (Operating & Maintenance) manuals with each extraction unit supplied.

These describe the LEV system, how to use, check, maintain & test it; along with details of spares and their relevant part numbers. Performance benchmarks are detailed in the Commissioning LEV report.

P&J unit manuals form part of a comprehensive professional set of documents along with the quoted specification and the logbook to comply with HSG258.

These are supplied as a hard copy or electronically.

11. LOG BOOK for the system so operative can record results of operator checks & maintenance.

P&J provide details of the checks to be undertaken in the Manuals supplied with P&J units, a detailed calendar Log Book is provided to the user during the Commissioning LEV Test and again at each year's subsequent LEV Test.

P&J also provide appropriate logbooks for other makes of LEV when we are asked to undertake LEV testing or commissioning on that unit.

Retrospective logbooks are designed and produced for LEV where the manufacturer has not complied with this requirement.

How P&J demonstrate competence as specialist LEV Engineers

P&J's Professional Qualifications & Training

All members of P&J staff have appropriate training and qualifications for the work that they do.

P&J have the most professionally competent, experienced team of LEV engineers in the UK

Staff who visit site possess appropriate professional qualifications for the work they undertake including working at height and site safety.

P&J have held Investors in Peoples status since 2006 in recognition of our investment and commitment to staff development and a professionally qualified, experienced work force, unique in the LEV industry.

The training and qualifications possessed by P&J staff includes:

LEV SPECIFIC

Designing LEV - Local Exhaust Ventilation Systems
Preventing & Designing Solutions for Dust Explosions
Hood Design for effective contaminant capture
Fume Cupboard Monitoring (ducted and filter fume cupboards)
Requirements of CoSHH Regulations 2002 as amended 2004
HSG258 – Practical Applications

BOHS (British Occupational Hygiene Society) Modules

M101 - Health Effects Of Hazardous Substances
M102 - Measurement Of Hazardous Substances
M103 - Control Of Hazardous Substances
M104 - Noise and Vibration
M202 - External Environment
M303 - Testing of Ventilation & LEV Systems
P601 - Initial Appraisal and Thorough Examination and Testing of Local Exhaust Ventilation Systems S301 - Asbestos and Other Fibres

Hazardous Substance Sampling & Measurement

Personal Sampling - Gravimetric in accordance with MDHS 14/3
Static Sampling - Gravimetric in accordance with MDHS 14/3
Personal Sampling - IOM Head - Inhalable & Respirable Dusts in accordance with MDHS 14/3



HEALTH & SAFETY

Post Graduate Certificate in Occupational Health & Safety Management

HS1 – Understanding Occupational Health and Safety Management

OH2 – Evaluation and Control of Work Environment

OH1 – Quality Management & Organisational Behaviour

Safe Use & Operation of Equipment in the Design Technology Dept of Schools

Fundamentals of Health & Safety Management

Safe Use & Operation of Woodworking Machinery

Safe Use & Operation of Hot Metal Equipment

Inspections for compliance with BS 4163 Health & Safety for Design Technology in Schools

IOSH - Institute of Occupational Safety & Health

CMIOSH - Chartered Member of the Institute of Occupational Safety & Health

WORK AT HEIGHT

PASMA – Certificate of Competency - Safe Erection and Use of Aluminium & Fibreglass Towers

IPAF PAL – Powered Access Licence Mobile Work Platform Operation

IPAF PAL – Powered Access Licence Scissor Lift & Self Propelled Boom Operation

ENGINEERING

BSc (Hons) - Applied Science/Engineering

HNC in Mechanical & Production Engineering

City & Guilds - Mechanical Engineering Apprenticeship (Technician)

City & Guilds - Sheet Metalwork Apprenticeship

City & Guilds - Mechanical & Production Engineering Apprenticeship (Technician)

BUILDING SERVICES

CSA - Association of HVAC & Building Services Commissioning Engineers - Grade 1

CSA - Association of HVAC & Building Services Commissioning Engineers - Grade 2

CSA - Association of HVAC & Building Services Commissioning Engineers - Grade 3

CSA - Association of HVAC & Building Services Commissioning Engineers - Grade 4

ELECTRICAL

Electric Motor Circuits
17th Edition Wiring Regulations
City & Guilds - Portable Appliance Testing
In Service Inspection & Testing of Electrical Equipment Control Panels
Electrical Isolation
Electronics & Inverter Drives
PLC Circuits & Safety Relays
Electrical Systems Testing & Fault Finding

FIRE & EXPLOSION – ATEX & DSEAR

Explosion Science - ATEX & DSEAR
The Fire Precautions (Workplace) Regulations

CONSTRUCTION

CDM Construction Design & Management Regulations
Engineers Guide to Contract Planning & Procedures
Forklift Licence

CSCS – CONSTRUCTION SKILLS CERTIFICATION SCHEME

All P&J staff who visit or work on site are required to hold appropriate CSCS Card(s)
CSCS Card Type - Construction Site Operative
CSCS Card Type - Skill Card – Dust Extraction Installer
CSCS Card Type - Skill Card – Fume Cupboard Installer
CSCS Card Type - Advanced Craft/Supervisory
CSCS Card Type - Professionally Qualified Person

OFFSHORE

Contractors Offshore Safety

P&J's Accreditations & Memberships of the staff & company includes:

 <p>ACGIH® <i>Defining the Science of Occupational and Environmental Health*</i></p>	<p>ACGIH® (American Conference Government Industrial Hygienists) publishes 'Industrial Ventilation - A Manual of Recommended Practice' which is the internationally acknowledged leading reference book for LEV and is quoted by H.S.E. guidance.</p> <p>P&J's work to ACGIH guidance, and our Managing Director is an ACGIH member.</p>
 <p>B&ES BUILDING & ENGINEERING SERVICES ASSOCIATION</p>	<p>B&ES Building & Engineering Services Association (previously HVCA - Heating & Ventilation Contractors Association) have audited P&J's ductwork installation teams on site and verified our competence to design manufacture & install LEV ductwork systems in accordance with DW144 the ductwork installation standard.</p>
 <p>British Occupational Hygiene Society <i>Working for a healthier workplace</i></p>	<p>BOHS (British Occupational Hygiene Society) BOHS is the professional society representing qualified occupational hygienists in the UK, they provide professional, postgraduate qualifications in occupational hygiene</p> <p>P&J are members of BOHS, and members of staff hold a range of BOHS qualifications in LEV and the assessment and control of risks to health from workplace exposure to hazards.</p>
 <p>Member BRITISH SAFETY COUNCIL</p>	<p>P&J are members of the British Safety Council, we have had our Health & Safety arrangements audited by BSC and our staff has had BSC training.</p>
 <p>constructionline U.K. REGISTER OF PRE-QUALIFIED CONSTRUCTION SERVICES</p>	<p>Construction line have taken references from P&J clients and pre-approved P&J for Building Services Engineering Contracts for Dust & Fume Extraction and LEV Testing to a contract value of £863,000</p>
 <p>INVESTOR IN PEOPLE</p>	<p>P&J were awarded 'Investors in People' in 2006 in recognition of our investment in, and commitment to, staff training and a competent professional work force.</p>



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	<p>P&J's Managing Director is a CMIOSH, a Chartered Member of the Institute of Occupational Safety & Health.</p>
<p>LEV Industry Stakeholders</p>	<p>P&J have worked with SHAPA, HVCA, IOSH, BOHS, INITA and other LEV industry stakeholder partners at a series of HSE Road shows promoting HSG258 and awareness of the need to increase the competency of the LEV industry</p> <p>The presentation 'What makes a Good LEV Supplier' is available on www.pjdust.co.uk</p>
	<p>P&J are Safe Contractor accredited; this means that every year we are assessed by Safe Contractor who scrutinise our:</p> <ul style="list-style-type: none"> • Health and safety policy statement, • Organisation for health and safety, • Specific health and safety arrangements. <p>Safe Contractor accreditation demonstrates that P&J adequately manage health and safety and that we have the ability, experience and resources to carry out the scope of operations on our Safe Contractor application – The Design Manufacture Installation Commissioning & Testing of LEV (Dust & Fume Extraction Systems).</p>
 <p>0228</p>	<p>UKAS United Kingdom Accreditation Service.</p> <p>P& J have been UKAS accredited for LEV Inspection since 2004, we are the only LEV specialists accredited for LEV Commissioning and LEV Thorough Examination & Test.</p> <p>Please see certificate & schedule on pages 23 - 24</p>
	<p>WMSA Woodworking Machinery Suppliers Association</p>

P&J's Experience

Since 1980, P&J have been specialist LEV engineers, serving industry throughout the UK & Eire.

Our clients include most local authorities, the MOD, Home Office and the Royal Household.

P&J design, install, commission & test LEV for a varied range of industries and applications ranging from school DT workshops to large manufacturing plant for cement, food processing, metalworking, pharmaceuticals, welding & wood working.

The advice, system design, commissioning and test report work carried out by P&J is supported by Professional Indemnity Insurance for Designing, Commissioning & Reporting on LEV, few LEV designers have this essential protection for their clients.

The professional competence of P&J's advice, installations, design & reports is insured

Industries that P&J have worked with:

Aluminium Fabricators	Electronics	Packaging Manufacturers
Animal Feed Manufacture	Engineering Works	Pharmaceutical
Antique Restoration	Fine Art Restoration Workshops	Podiatrists
Architects	Food Processing	Recycling plant
Bakers	Fruit Preservation	Saw Mills
Blacksmiths	Government Departments	School workshops
Boat Builders	Hot Metal Working Processes	Sheet metal Working
Bodywork Repairers	Jewellers	Silver Smiths
Brazing	Laboratories (Commercial)	Soldering
Brick Making	Laboratories (Education)	Stone Masons
Car Manufacturers	Local Authority Workshops	US Air force
Castings (Metal)	Medical	Vehicle Exhaust Extraction
Castings (Plaster)	Ministry of Defence	Vehicle Sprayers
Crematoria	Model Making	Vehicle Workshops
Dental Workshops	Monumental Masons	Welding
Design Technology Depts.	Museums	Woodworking

If your industry is not here, please contact us and ask. We can then confirm the specific details of our experience in your industry sector.

P&J work with virtually every industry, call us to discuss your process

HSG258

What is new and what has always been good practice?

Technical information and advice to the LEV industry is detailed in HSG258 2008 'Controlling airborne contaminants at work - A guide to local exhaust ventilation (LEV)'

HSG258 was introduced because many firms in the LEV industry, including long established household names, do not follow best practice guidance, resulting in users being sold expensive but ineffective solutions

Research by the HSE showed that very few users of LEV had their equipment tested, and of the LEV that was being tested, most of the reports were inadequate. This means that users are relying on non-compliant LEV reports, giving them false assurance that their system is performing acceptably.

Key features of HSG258 are:

- Hood classification as Capturing, Receiving, Enclosed or Mixed Mode
- Marking of effective hood capture zones to inform operator
- LEV commissioning to prove the effectiveness of control
- Stating effective capture zone in Commissioning report
- Air clearance tests for Spray Booths
- Photos on LEV reports
- Retrospective commissioning for LEV that has never been properly commissioned
- Log books
- Air flow indicators (pressure gauges)
- Test labels on hoods
- Red labelling of ineffective LEV hoods & systems.
- Observation on operator use of system, commented on in LEV report
- Supplier of LEV to train client's LEV users

Most of the contents of HSG258 are not new.

It is mainly a compilation of previous requirements, and best practice now available in one document. However, HSG258 has been considered as an onerous and unwelcome development to the many in the LEV industry who did not already comply with best practice.

The new best practice issues are:

- Test labels on extraction hoods at LEV test stating last test date
- Red Labelling of ineffective hoods and other components
- Photographs in LEV reports
- Classifying hoods types and providing tailored advice on their effectiveness in LEV Reports
- Commenting on the operators use of the LEV in LEV report

P&J's work is fully compliant with HSG258.

P&J were involved in consultation with the HSE, participating in the LEV Industry stakeholder consultation process as HSG258 was drafted.

All members of P&J staff were trained on the implications of HSG258, and all new recommendations introduced in HSG258 was integrated into our systems as early as possible; so that we could ensure that we were working to best practice at all times.

P&J clients receive market-leading levels of compliance and authoritative accurate advice.

Existing best practice that is causing controversy in some sectors of the LEV Industry:

- LEV Commissioning to prove effectiveness of control
- Retrospective LEV Commissioning where not undertaken when installed
- Pressure Gauges
- Log Books
- Training in the use of new LEV, provided by the LEV supplier
- Prioritised Action Plans on LEV reports

LEV COMMISSIONING

LEV commissioning to prove the effectiveness of control has been a requirement of CoSHH since 1989 (this use to be described as Initial LEV Assessment).

P&J have carried out detailed compliant LEV commissioning reports on all systems installed since 1989.

Key features to look for are whether the hazardous substance and the appropriate control limit

WEL (Workplace Exposure Limit) or OEL (Occupational Exposure Limit) are specified, and then whether or not the LEV controls to that level. Usually on a commissioning report, there should be some form of exposure sampling to identify the actual exposures and prove whether the LEV is effective.

Commissioning reports by P&J on LEV controlling particulates & dust include measured dust levels from the breathing zone of the operator, compared against the appropriate WEL or OEL where there is no UK WEL.

All P&J Commissioning reports fully comply with HSG258.

What should be included in a Commissioning LEV Report is given on page 18

RETROSPECTIVE COMMISSIONING

Where there is no existing Commissioning report proving the effectiveness of the LEV, it is not possible to carry out the annual TExT (Thorough Examination & Test) report properly.

The purpose of the TExT is to confirm that the LEV is still effective by comparing performance parameters with those taken at Commissioning, when the LEV was evidenced to be controlling the hazardous substance effectively.

If control of the hazardous substance was proved at commissioning, and the key performance parameters have not deteriorated when checked at TExT, then control should still be being achieved if the TExT results are similar to the commissioning results.

If the commissioning report is simply a list of pressures, velocities and airflow volumes with no evidence that control is effective it is meaningless.

PRESSURE GAUGES (AIRFLOW INDICATORS)

The purpose of the LEV Airflow Indicator is to provide a simple indication for the operator; that the LEV is operating effectively.

When the indicator shows that the extraction is not effective, the operator is prompted to investigate and rectify the problem. This improves the level of control and ensures that operators use LEV system properly and encourages timely maintenance.

Pressure gauges on filters and hoods have been professional good practice offered as an option extra by P&J on every system quotation since 2002 and specified by HSE guidance documents in CoSHH Essentials for many years.

P&J have an extensive range of differential pressure gauges, vacuum pressure gauges and vaneometers, to suit all hood types and pressure ranges, including high-pressure vacuum systems, fume cupboards and adverse environments for all types of dust and fume extraction systems.

The method of fitting Pressure Gauges used by P&J involves the use of a duct fitting, unique to P&J, that eliminates the problems of a probe extending into the ductwork & obstructing airflow causing potential for blockages, which is a problem with some gauge fittings on dust extraction systems.

P&J will advise you on the most cost effective and appropriate airflow indicator for your specific application, install, and calibrate it to your LEV system.

All new LEV systems should now be installed with Airflow Indicators

TExT reports on existing LEV systems must comment on whether or not Airflow Indicators are present.

If absent, the recommendation to fit them must be included in the LEV report Prioritised Action Plan.

LOG BOOKS

The COSHH regulations require the users of LEV to undertake certain regular maintenance checks and record them in a logbook that details the checks to be undertaken and their frequency.

This logbook should be provided by the manufacturer of the LEV.

Log Books identifying and recording the routine maintenance checks that should be made on LEV by the operators have been provided by P&J since 2000.

What is a Commissioning LEV Report?

The purpose of Commissioning is to identify:

- If the LEV adequately controls exposure to the hazardous substance
- If the LEV matches the quoted specification
- If the LEV has been correctly installed
- If the LEV is being used correctly
- Any modifications needed to improve control
- The performance parameters that will be compared with each annual TExT

When should a Commissioning LEV Report be done?

Commissioning LEV reports should be carried out after installation, but not 'same day' immediately.

LEV Commissioning is different to ordinary plant commissioning because the report needs to comment on the operator's use of the system, so it needs to be scheduled for a short period after the installation has been completed, and when the usual operator has used it.

LEV with filters is generally not at its most effective when the filters are brand new, filter efficiency increases when the filters have developed a dust cake.

The schedule therefore should be firstly Installation, with usual operator(s) available for the last part of the installation period for the LEV to be handed over, and a brief training session to be instructed in the system controls & use.

Then LEV should then be used, for a short period.

On an agreed date some days after installation the LEV Commissioning engineer undertakes the Commissioning inspection. During Commissioning the usual operator will need to use the system for part of the test, to enable the exposure sampling to be undertaken. The operators use of the system will be observed to judge if this impedes the effectiveness of the LEV, and to enable the LEV engineer to comment on changes to operator behaviour that would improve the effectiveness of the LEV.

Can LEV be Retrospectively Commissioned?

If a Commissioning report has not previously been carried out, an experienced P&J LEV engineer can do it retrospectively.

The engineer will examine the system and compare with any partial documentation that the owner may have such as sales literature, quote or instruction leaflet.

Even if the system is totally undocumented an experienced LEV engineer can identify the system specification and intended performance criteria. He will compare this with the current use and condition, to confirm whether or not the system achieves effective control of the hazardous substance.

During the Retrospective Commissioning the engineer will establish performance parameters at which the level of control is effective, so that there is a set of results to compare with each future annual TExT.

What should be included in a Commissioning LEV Report is given on page 18

A detailed LEV Commissioning Report will be issued, containing the same level of detail as all P&J LEV Commissioning Reports.

P&J's LEV engineer will also identify an appropriate maintenance program for the routine checks that the operators should be performing and recording.

P&J will issue an appropriate bespoke Maintenance Logbook.

What should be included in a Commissioning LEV Report.

Commissioning LEV reports are required to include the following details:

Client Details

- Name & address of the employer responsible for the plant
- Site name & address
- Contact who discussed the report findings on site with Inspector

LEV Plant Details

- Identification of the LEV plant, make model, serial no, asset register no,
- Location of the LEV plant
- Is the LEV appropriately situated?
- Is the LEV correctly bolted down?

LEV System Drawing

- Layout of the LEV system, giving the key components.
- Sources of the hazardous substance should be shown
- Position of all Test Points should be marked.

Photographs

- Showing the system components, sources and hoods.
- Illustrating details of any improvements required or problems.

Context of Report Results

- Conditions at time of test, whether normal production or special conditions

Process & Hazard Information

- Details of the Process, and the source of the hazardous substance
- Name of the hazardous substance(s) the LEV is controlling
- The appropriate exposure limit(s) (WEL or OEL) for the hazardous substances being controlled
- Identify if the hazardous substance is an Asthmagen or Carcinogen, and what this means for the client.

Asthmagen or Carcinogen

- If the hazardous substance is an Asthmagen or Carcinogen it is not acceptable to reduce exposure to just below the WEL; it must be as far below the WEL as reasonably practicable, so the LEV engineer must evaluate if the level of control is complying with this additional duty.

Exposure Information

- Results of sampling carried out to establish the exposure in the operators breathing zone
- Comparison of actual exposure with the relevant exposure limit
- Comment on whether or not the exposure is acceptable

System Details

- Is there a system specification, manual or quotation giving the LEV design parameters?
- What is the intended operating performance of the LEV?
- Would that intended operating performance adequately control the hazardous substance(s)?
- If there is no data available for the intended operating performance the Inspector needs to make a detailed assessment of the LEV and ascertain what the intended operating performance would be if it had been documented at supply.
- Is the system performing as intended?
- Are there restrictions on the system operation? e.g., is it designed to serve only some of the sources simultaneously? Maximum number of hoods/enclosures to be in use at any one time

Information About Each Hood or Extraction Point

- Location or position of enclosures/hoods
- Physical condition of hood structure
- Static pressure behind each hood or extraction point
- Face velocity at each hood or extraction point
- Comments on the operator use of the hood
- Effectiveness of the hood at controlling the hazardous substance
- Is there a Pressure Gauge (Air Flow Indicator), if so is it in good condition & accurate?

For Larger Hoods (200 mm +)

- Face velocity variation across the hood
- Is the variation acceptable?
- Maximum face velocity
- Minimum face velocity
- Average face velocity

Classification of Hood

- Capturing, Enclosing, Receiving, Mixed Mode
- Appropriateness of the hood class for the application
- Advice on the best way to improve the effectiveness of that class of hood.

Extra Details for Capture Hoods & Mixed Mode Capture /Receiving Hoods:

- Effective capture zone of hood
- Does the effective zone encompass the source work area?

Extra Details for Spray Booths or Rooms or Enclosures

- Air Clearance Time Testing
- Light level, in Lux
- Comment on appropriateness of the light level for the specific tasks.

Extra Details for Fume Cupboards

- Sash position & condition
- Height of the working aperture,
- Is there a maximum stop?
- Is there a minimum stop ensuring a gap of at least 50mm/?
- Change in average face velocity when working aperture changed from 400 to 200mm
- Is the work surface dished or does it have a lip?
- Is the work surface in good condition?
- Is any glazing safety glass?
- Is saturation testing needed?
- Air Clearance Time Testing
- Light level, in Lux
- Comment on appropriateness of the light level for the specific tasks.

Ductwork information

- Duct design comments, appropriateness of bends, branches
- Duct condition
- Duct material
- Duct earth status
- Shape & dimensions
- Ducting transport velocity
- Ducting volume flow

Filter information

- Specification, filter media, type, quantity,
- Filter condition
- Filter effectiveness
- Filter/Collector – Volume flow
- Static pressure at inlet and outlet
- Static pressure drops across filter

Whether or not the System Returns the Filtered Air to the workplace

- If exhaust air returned to workshop – Filter efficiency
- If exhaust air returned to workshop – Concentration of contaminant in returned air

Fan & Motor Details

- Specification, fan type
- Volume flow
- Static pressure at inlet
- Direction of rotation, and is this correct

Flexible Hose Details

- Hose condition
- Hose earth status
- Is length of hose excessive?

Blast Gates

- Are blast gates fitted to enabling the operator to open and close extraction inlets?
- How many open inlets was the designed to extract from simultaneously?
- How many open inlets were in use when the Inspector was present?
- How many open inlets are usually in use?
- If the system is designed for less than 100% simultaneous use, is there a plan displayed showing which inlet combinations can be open at any one time.

Explosion Venting Device

- Type of venting
- Is it in good condition?
- Does it vent to a safe area?

Discharge

- Discharge type
- Is discharge of an appropriate design
- Is discharge to an appropriate location

Maintenance Audit

- Is the LEV in a good state of repair, and in a clean condition?
- Is there a Maintenance Log?
- Has the Maintenance Log been completed appropriately, commensurate with the use of the system?

Methods Used to Judge Effectiveness of the LEV

- Details of the qualitative and the quantitative methods used.
- List of instruments used, with their serial numbers.
- Last calibration date for instruments used

Report Details

- Date of thorough examination and test
- Signature, Name, Job Title & Employer of person carrying out the examination and test

Report Summary

- Does the LEV effectively control the hazardous substance?
- Details of any minor repairs carried out prior to or during the test to improve performance
- Whether the LEV achieves the designed performance
- If not, the adjustments or repairs required are to be listed in the Action Plan
- Is a re- test required following the improvements specified in the Action Plan?

Prioritised Action Plan

- Each report should have on the front page a prioritised action plan listing the improvements needed, with a timescale identifying when the repair should be completed.

P&J classify improvements into three categories:

- Essential** - LEV is not effective; these improvements should be carried out as soon as possible
- Recommended** - LEV is effective but does not comply with best practice, complete when funds allow
- Comments** - Suggestions and advice to further improve system performance

Future Repairs

- Section for employer responsible for the LEV plant to complete with details of repairs carried out.
- Space to record confirmation that the effectiveness of repair was proved by re-test

Labels

- Each hood should have a test label fixed to it, stating date tested & satisfactory.
- Ineffective hoods should have a red hood fail label attached.
- The LEV unit should also have a test label fixed to stating date tested & outcome of test.
- Each test point should have a test point label

Extra Information: Sound Levels

- Although not required for CoSHH Regulations or HSG258, P&J also provide noise level readings for the LEV and at each workstation.



Certificate of Accreditation



P & J Dust Extraction Ltd

Inspection Body No. 0228

is accredited as a Type C body in accordance with International Standard ISO/IEC 17020:2012 - Conformity assessment – Requirements for the operation of various types of bodies performing inspection

This accreditation demonstrates technical competence for a defined scope specified in the schedule to this certificate, and the operation of a management system (refer joint ISO-ILAC-IAF Communiqué dated September 2013). The schedule to this certificate is an essential accreditation document and from time to time may be revised and reissued.

The most recent issue of the schedule of accreditation, which bears the same accreditation number as this certificate, is available from www.ukas.com.

This accreditation is subject to continuing conformity with United Kingdom Accreditation Service requirements.

Matt Gantley, Chief Executive Officer
United Kingdom Accreditation Service

Initial Accreditation: 6 December 2004
Certificate Issued: 23 December 2020



Scan QR Code to verify

UKAS is appointed as the sole national accreditation body for the UK by The Accreditation Regulations 2009 (SI No 3155/2009) and operates under a Memorandum of Understanding (MoU) with the Department for Business, Energy and Industrial Strategy (BEIS).



0228




Schedule of Accreditation

issued by

United Kingdom Accreditation Service

2 Pine Trees, Chertsey Lane, Staines-upon-Thames, TW18 3HR, UK

 <p>0228 Type C Inspection Body</p> <p>Accredited to ISO/IEC 17020:2012</p>	<p>P & J Dust Extraction Ltd</p> <p>Issue No: 010 Issue date: 27 July 2018</p>	
	<p>Elmley Industrial Estate Argent Road Queenborough Kent ME11 5GA</p>	<p>Contact: Victoria Wood Tel: +44 (0)1795 582600 Fax: +44 (0)1795 582696 E-Mail: info@pjdust.co.uk Website: www.pjdust.co.uk</p>
<p>Inspection performed at/from the above address only</p>		

DETAIL OF ACCREDITATION

Field of Inspection	Type and Range of Inspection	Methods and Procedures
Local Exhaust Ventilation Plant (LEV)	Commissioning, Retrospective Commissioning, Initial appraisal and In-Service Inspection/Thorough Examination and Test on Engineering Controls	Control of Substances Hazardous to Health Regulations 2002 Control of Substances Hazardous to Health Regulations (Northern Ireland) 2003 HSE Guidance HSG 258 'Controlling Airborne Contaminants at Work' and P&J Internal Procedures
END		