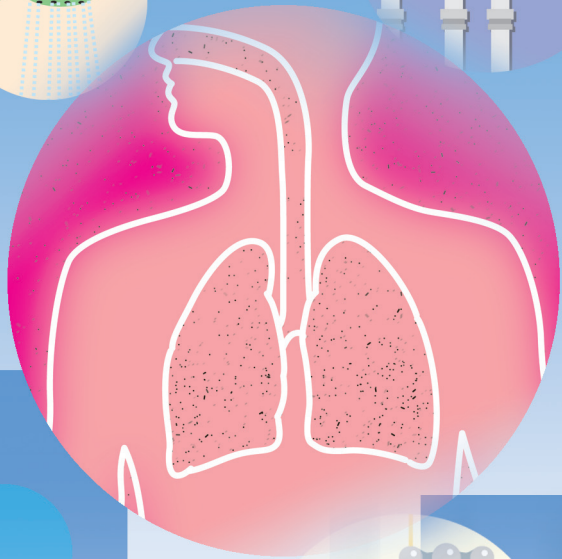


Housekeeping Guidelines for Cold and Hot Water Systems for Building Management

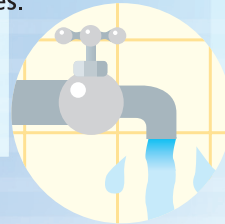
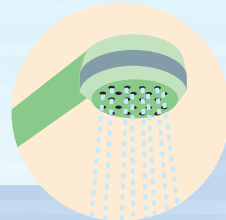
Good Practice and Measures for Prevention of Legionnaires' Disease



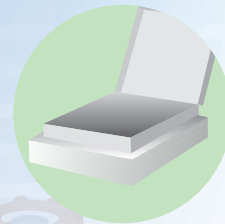
Housekeeping Guidelines for Cold and Hot Water Systems for Building Management

Good Practice and Measures for Prevention of Legionnaires' Disease

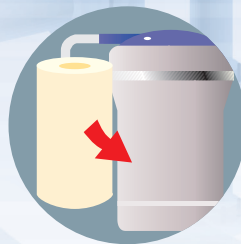
1. Arrange to drain/purge at least once a week the infrequently used water outlets (e.g. water taps, shower heads, hot water outlets etc.) and unavoidable stagnant points of the pipework for at least one minute to remove stagnant water inside pipes.



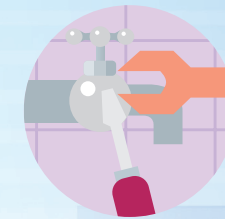
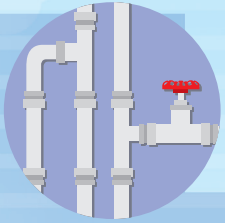
2. Drain and clean water storage tanks at least quarterly in accordance with Water Supplies Department (WSD)'s guidelines.



3. Remove strainers in water taps and shower heads quarterly for cleaning. If domestic water filters are installed by individual users, the building management agent should advise them to clean or change the filters periodically according to the manufacturer's recommendations. See note



4. Arrange regular inspection of plumbing system by maintenance agent on a quarterly basis. The building management agent should also report any visual defect/irregularity of the plumbing system to the maintenance agent immediately for prompt checking and repair.



5. Notify the maintenance agent immediately for necessary follow up action whenever water stagnation in pipes is found.

6. Keep proper records for all activities of inspections, repairs, cleaning, draining/purging, and follow-up actions on the incidents of the plumbing system.



[Note: Installation of domestic water filters is not recommended by WSD due to potential health hazards if not properly maintained.]

For more information on precautions of cold and hot water supply systems in buildings, please refer to the Code of Practice published by the Prevention of Legionnaires' Disease Committee (http://www.emsd.gov.hk/emsd/eng/pps/oa_ld_pub_cp.shtml).

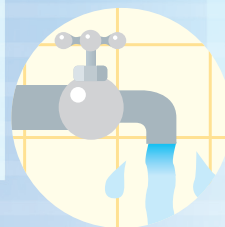
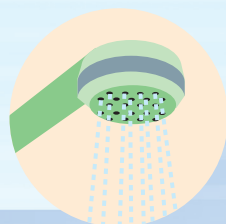
適用於樓宇管理的 冷水及熱水系統內務管理指引

預防退伍軍人病症的良好做法和措施

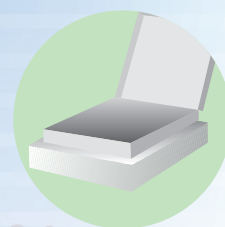
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1. 就不常用的出水口（例如水龍頭、花灑頭及熱水出水口等）或喉管無法避免有水滯留的地方，應安排至少每星期為喉管排水／沖洗最少一分鐘，以排去喉管的滯留水。



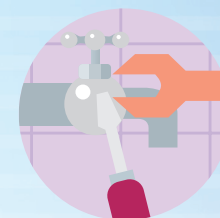
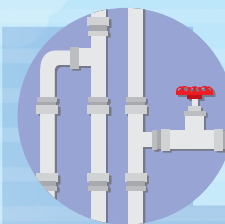
2. 按水務署指引至少每季一次排走大廈食水缸的存水，並為食水缸進行清洗。



3. 每季把水龍頭及花灑頭的過濾隔網拆下清洗。如個別用戶安裝了住宅用濾水器，樓宇管理代理應建議他們按製造商建議定期安排清潔或更換濾水器。參照註釋



4. 定期安排維修代理每季檢查水管系統。樓宇管理代理如視察到水管系統有任何損壞或欠妥地方，應通知維修代理盡快檢查及維修。



5. 每當發現喉管內有水滯留的情況，應立即通知維修代理，作出跟進。

6. 就所有有關檢測、維修、清洗、排水／沖洗、和跟進水管系統事故的工作，應妥為記錄。



〔註釋：水務署並不鼓勵用戶安裝住宅用濾水器，因為該等濾水器一旦保養不當，可能影響衛生及健康。〕

如欲獲取更多關於樓宇冷水及熱水供應系統預防措施的資料，請參閱預防退伍軍人病症委員會出版的《預防退伍軍人病症工作守則》
(http://www.emsd.gov.hk/emsd/chi/pps/oa_ld_pub_cp.shtml)。

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