



Guidance for Schools on reviewing LEV and implementing the new CoP on LEV management

Introduction

The University Safety, Health and Wellbeing Committee approved a new [Code of Practice on the management of Local Exhaust Ventilation](#) at its last meeting in November 2022. This CoP details the management responsibilities for the safe use and statutory testing of LEV systems, as well as other related topics. Estates Department are convening a Short Life Working Group to fully look at how the CoP can be implemented for the LEV systems that are tested by Estates Department, which are all fixed installation systems connected to fume cupboards as well as workshops. Estates do not currently test microbiological safety cabinets, and these contracts are managed by schools.

This guidance note provides further information on the parts of the CoP that schools should initially concentrate on, following recent interactions with the Health and Safety Executive (HSE).

Statutory testing – Thorough Examination and Testing (TExT)

During recent HSE visits, it became apparent that some contracts for the statutory testing that were held by schools were not to the standard expected by HSG258, the HSE's guidance for LEV testing. The main concerns related to the wording of the contracts and what testing was included, as well the certification contents following the testing. The CoP details what should be included in a TExT and any LEV testers contracted by schools must comply with these standards.

Schools should review any contracts they currently hold and ensure they comply with HSG258. Estates are currently reviewing their tender documentation for such a contract and will make this available to schools as a guide for their own contract tenders going forward. In the meantime, schools must ensure that any TExT are undertaken to comply with HSG258 with the appropriate paperwork supplied.

User checks

The CoP also introduces a user check template which should be used by schools to implement regular checks by users or lab managers of the parts of the LEV under their control. Schools should look into how best to introduce this locally and manage this task going forward.

TExT contractor management

Any LEV testers who are coming onto campus via school managed contracts must be suitably supervised and appraised of any risks they may be exposed to. The CoP provides a template induction form for TExT contractors that schools can use to comply with this part of the CoP.



Replacement programme

Many of the LEV systems within the University have been in place for a considerable number of years. During building refurbishment, LEV systems are replaced or refurbished if required but for buildings which have not been updated for some time, the LEV systems may benefit from replacement. Estates are in the process of looking at how best to review the systems under their control. Schools should undertake a similar review process for their own LEV.

Estates Department and Health and Safety Department are looking at the best way to acquire budget to begin a replacement programme but this will require to be predicated with condition surveys for all systems to understand the scope of budget required, as well as timescales and effort. The aforementioned SLWG will also be looking into this aspect of the CoP.

If you require this document in an alternative format please contact The Health and Safety Department on health.safety@ed.ac.uk or call (0131) 651 4255