

Water equipment service record

Cooler sanitisation & filter record

For a competent, authorised provider to record completed work using the equipment-specific procedure. This is not a DIY sanitisation method or evidence that the wider water system is safe.

Site / cooler / model / serial / asset ID:

Water supply / bottled arrangement:

Provider / engineer / job reference:

Approved service procedure and revision:

Sanitisation product / batch / procedure reference:

Filter type / serial or batch / installation date:

Work / checks recorded	Result / evidence reference	Exception / follow-up

Authorised return to use / name / date:

Next service basis / agreed due date:

Site review and approval required. Blank templates are not completed evidence.

Source notes (checked 12 Sep 2026): HSE: assess legionella risks

Site acceptance & record index

Cooler sanitisation & filter record

Ask the provider to explain unresolved restrictions. Use the site water safety plan for wider controls and any water-quality verification that the assessment requires.

Site / equipment / service date:

Provider report attached / document reference:

Who accepted handover / date:

Evidence to locate	Location / document reference	Action / owner / due
Service report		
Filter / sanitisation record		
Restrictions / return-to-use advice		
Site water safety review link		
Next planned visit		

Questions sent to the provider:

Responses / action closure evidence:

Manager review / date:

Site review and approval required. Blank templates are not completed evidence.

Source notes (checked 12 Sep 2026): HSE: assess legionella risks