



[Your Name / Property Management Company Name]

[Your Address]

[City, Postcode]

[Phone Number]

[Email Address]

[Date]

Dear Tenants,

Subject: Important Information Regarding Legionnaires' Disease and Prevention Measures

We are writing to inform you about the potential risks of Legionnaires' disease and to provide guidance on how you can help prevent it.

Legionnaires' disease is a serious type of pneumonia caused by the Legionella bacteria, which can grow in water systems, particularly in warm, stagnant water. The bacteria can be inhaled through water droplets or mist from sources such as showers, taps, and air conditioning systems.

How Legionnaires' Disease Spreads

The bacteria thrive in water temperatures between 20°C and 45°C, and can be found in water systems, including hot and cold water tanks, pipes, and cooling towers. It is important to note that the disease is not spread from person to person, but rather through the inhalation of contaminated water droplets.

How to Reduce the Risk of Legionnaires' Disease

While we are committed to maintaining the safety of the building's water system, we also ask for your cooperation in taking the following steps to help reduce the risk:

1. Run taps and showers regularly: If you are away from the property for a prolonged period, please run taps and showers for a few minutes when you return to help flush out any stagnant water. This is particularly important if you have been away for a week or more.
2. Ensure proper water temperatures: If you have control over the water temperature in your unit, ensure that hot water is set at a minimum of 60°C where there is storage. This can help to prevent the growth of Legionella bacteria.
3. Maintain taps and showerheads: Clean showerheads and taps regularly to avoid the build-up of any bacteria or biofilm.

4. Report water issues promptly: If you notice any leaks, stagnant water, or problems with the water system, please report them to us immediately so we can investigate and take appropriate action.

Building's Preventive Measures

We are actively working to maintain the safety of the building's water system, conducting regular checks and carrying out maintenance to ensure that it complies with the latest health and safety standards.

If you have any concerns or need further information regarding Legionnaires' disease or the preventative steps we are taking, please do not hesitate to contact us.

Thank you for your attention to this important matter.

Yours sincerely,
[Your Name / Property Management Company Name]
[Contact Information]