SITE survey. APP

SITE SURVEY REPORT

LEV Thorough Examination and Test Record

Prepared for	Heath Common Joinery Ltd
Date	20 Oct 2026
Site	Heath Common Joinery, Wakefield
Prepared by	S. Okoro

FORM

LEV Thorough Examination and Test Record

1. Client, site and examination

Project	Heath Common Joinery, Wakefield: LEV thorough examination and test (completed example)
Site address	Unit 3, Kirkgate Works, Wakefield WF1 5XX
Employer responsible for the LEV (client)	Heath Common Joinery Ltd
Location (GPS)	53.6790, -1.4930
Examination and test date	20 Oct 2026
Examiner	S. Okoro
Date of the last thorough examination and test	21 Oct 2025
Examiner job title	LEV examiner
Examiner employer	Pennine Air Testing Ltd
Instruments used, with serial and calibration date	Vane anemometer PAT-VA-EXAMPLE-01, calibrated 2026-03-02. Pitot tube and digital manometer PAT-MN-EXAMPLE-02, calibrated 2026-03-02. Smoke generator and dust lamp.
Information used to judge performance	Commissioning report, Logbook, Previous thorough examination and test report
Operating conditions during the test	Normal production
Any changes to the LEV, layout or process since the last test?	No

> The law. COSHH reg 9: LEV provided to control exposure is kept in efficient working order and good repair, and thoroughly examined and tested at least once every 14 months, or more often for the processes in Schedule 4. The employer keeps a record of each examination and test, and of the repairs that follow, for at least 5 years. HSE guidance HSG258 sets out the stages and what the record should contain.

2. LEV systems

Areas 1: Machine shop

Area	Machine shop

LEV systems in this area 1: LEV-1 panel saw

LEV system or hood reference	LEV-1 panel saw
Process	Cutting sheet material and hardwood on the panel saw
Hazardous substance(s)	Hardwood, softwood and MDF dust
Hood type	Capturing hood (slot, open face, on-machine)
Number of hoods or extraction points	2
COSHH Schedule 4 process?	Not a Schedule 4 process
Hoods and enclosures present, undamaged and placed right for the process	Acceptable
Ducts and hoses: no damage, holes, loose joints or blockage (internal check where possible)	Acceptable
Dampers set as commissioned and secured	Acceptable
Air cleaner or filter: correct type, fitted, fabric sound; cleaning device works	Acceptable
Fan or air mover: drive and belt sound, turns the right way	Acceptable
Airflow indicators, gauges and alarms work	Acceptable
Discharge and any return of air to the workroom in good condition	Acceptable
No heavy settled dust around the hoods; no unusual vibration or noise	Acceptable

Stage 2: readings 1: B1 branch duct, test point TP1

Test point	B1 branch duct, test point TP1
Measurement	Duct velocity (m/s)
Design or commissioning value	20.5
Lowest acceptable value	18.5
Measured value	21
Measured as % of design	102
Reading result	Pass

Stage 2: readings 2: Crown guard hood, TP2

Test point	Crown guard hood, TP2
Measurement	Hood static pressure (Pa)
Design or commissioning value	750
Lowest acceptable value	675
Measured value	760
Measured as % of design	101
Reading result	Pass
Smoke test with the process running	Contained or captured, no visible escape
Dust lamp test with the process running	No visible escape
Stage 3: how operators use the LEV	Used as intended
Operators trained to use and check it?	Yes
Air sampling results relevant to this LEV, if any	None taken this year.
Wear and tear: parts that may need repair or replacing before the next test	Crown guard brush strip worn at the front edge; replace before the next test.

Photos of the system and any defects



Readings and checks	Readings in range, checks passed
Result for this system	Pass with recommendations
Label fitted	Test label

LEV systems in this area 2: LEV-2 spindle moulder

LEV system or hood reference	LEV-2 spindle moulder
Process	Profiling hardwood mouldings on the spindle moulder
Hazardous substance(s)	Hardwood, softwood and MDF dust
Hood type	Capturing hood (slot, open face, on-machine)
Number of hoods or extraction points	1
COSHH Schedule 4 process?	Not a Schedule 4 process
Hoods and enclosures present, undamaged and placed right for the process	Acceptable
Ducts and hoses: no damage, holes, loose joints or blockage (internal check where possible)	Action needed
What needs doing, or why not checked	Flexible hose between the moulder hood and the B2 drop split along 150 mm at the clamp; air drawn in through the split.
Dampers set as commissioned and secured	Acceptable
Air cleaner or filter: correct type, fitted, fabric sound; cleaning device works	Acceptable
Fan or air mover: drive and belt sound, turns the right way	Acceptable
Airflow indicators, gauges and alarms work	Acceptable
Discharge and any return of air to the workroom in good condition	Acceptable
No heavy settled dust around the hoods; no unusual vibration or noise	Acceptable

Stage 2: readings 1: Moulder hood, at the cutter

Test point	Moulder hood, at the cutter
Measurement	Capture velocity (m/s)
Design or commissioning value	1.5
Lowest acceptable value	1.35
Measured value	0.9
Measured as % of design	60

Reading result	Fail

Stage 2: readings 2: B2 branch duct, TP3

Test point	B2 branch duct, TP3
Measurement	Duct velocity (m/s)
Design or commissioning value	20
Lowest acceptable value	18
Measured value	19.1
Measured as % of design	96
Reading result	Pass
Smoke test with the process running	Some escape, eddying or breathing zone reached

Smoke test photos



Dust lamp test with the process running	Escape seen
Stage 3: how operators use the LEV	Used as intended
Operators trained to use and check it?	Yes
Critical defects found	Capture velocity at the cutter 0.9 m/s against 1.5 m/s at commissioning. Smoke escapes towards the operator's position and the dust lamp shows fine dust leaving the hood. Cause: split flexible hose at the hood clamp.
Wear and tear: parts that may need repair or replacing before the next test	Hose clamp corroded; replace with the hose.

Photos of the system and any defects



Readings and checks	One or more readings below or above the acceptable value
Result for this system	Fail
Label fitted	Red fail label

Areas 2: Sanding room

Area	Sanding room

LEV systems in this area 1: LEV-3 downdraught sanding bench

LEV system or hood reference	LEV-3 downdraught sanding bench
Process	Hand and orbital sanding of doors and frames
Hazardous substance(s)	Hardwood, softwood and MDF dust
Hood type	Capturing hood (slot, open face, on-machine)
Number of hoods or extraction points	1
COSHH Schedule 4 process?	Not a Schedule 4 process
Hoods and enclosures present, undamaged and placed right for the process	Acceptable
Ducts and hoses: no damage, holes, loose joints or blockage (internal check where possible)	Acceptable
Dampers set as commissioned and secured	Not applicable

Air cleaner or filter: correct type, fitted, fabric sound; cleaning device works	Acceptable
Fan or air mover: drive and belt sound, turns the right way	Acceptable
Airflow indicators, gauges and alarms work	Acceptable
Discharge and any return of air to the workroom in good condition	Acceptable
No heavy settled dust around the hoods; no unusual vibration or noise	Acceptable

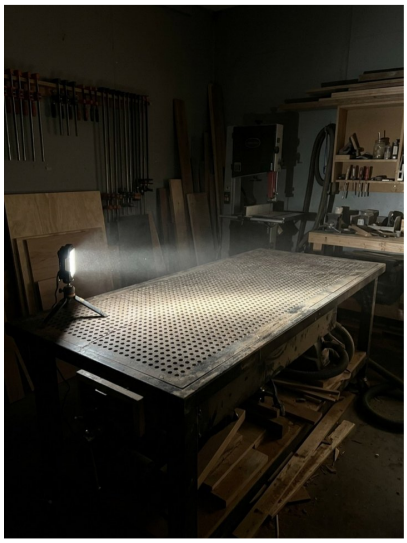
Stage 2: readings 1: Bench face, average of 12 points

Test point	Bench face, average of 12 points
Measurement	Face velocity (m/s)
Design or commissioning value	0.8
Lowest acceptable value	0.72
Measured value	0.84
Measured as % of design	105
Reading result	Pass

Stage 2: readings 2: Across filter, built-in gauge

Test point	Across filter, built-in gauge
Measurement	Static pressure across filter (Pa)
Design or commissioning value	250
Highest acceptable value	600
Measured value	410
Measured as % of design	164
Reading result	Pass
Smoke test with the process running	Contained or captured, no visible escape
Dust lamp test with the process running	No visible escape

Dust lamp photos



Stage 3: how operators use the LEV	Used as intended
Operators trained to use and check it?	Yes
Readings and checks	Readings in range, checks passed
Result for this system	Pass
Label fitted	Test label
Systems examined	3
Systems failed	1
Systems needing action	1

3. Next examination

Longest interval allowed for these systems (months)	14
Interval you recommend (months)	14
Next thorough examination and test due	20 Dec 2027
Days from this test to the next	427
Recommendations before the next test	Fit an airflow indicator to the moulder hood so operators can see when capture drops. Replace the crown guard brush strip on the panel saw.

4. Result, actions and sign-off

Items needing action	1
Result	Action needed before the LEV is relied on

Actions 1: Do not use the spindle moulder until the split hose and clamp on LEV-2 are replaced and the system is retested by a competent person. Red fail label fitted.

Action	Do not use the spindle moulder until the split hose and clamp on LEV-2 are replaced and the system is retested by a competent person. Red fail label fitted.
Priority	Now: stop the process or use other controls
Who will do it	P. Lumb, workshop manager
Due by	23 Oct 2026
Status	Open

Actions 2: Fit an airflow indicator to the LEV-2 moulder hood.

Action	Fit an airflow indicator to the LEV-2 moulder hood.
Priority	Before the next test
Who will do it	P. Lumb, workshop manager
Due by	31 Mar 2027
Status	Open
Actions still open	2
Decision	One or more systems failed: repair and retest
Next check or re-inspection date	23 Oct 2026
Summary for the client	Three LEV systems were examined and tested with normal production running. LEV-1 (panel saw) and LEV-3 (sanding bench) meet their commissioning values. LEV-2 (spindle moulder) failed: capture velocity at the cutter was 0.9 m/s against 1.5 m/s at commissioning, and smoke and dust escaped towards the operator. The cause is a split flexible hose at the hood. A red fail label is fitted; the moulder is not to be used until the hose is replaced and the system retested.
Examiner name	S. Okoro
Examiner signature	
Employer representative name	P. Lumb

Employer representative signature

