

Brake Pedal Force Measurement Risk Assessment

Business Name:	ABN:	
Business Address:		
Contact Person:	Phone:	Email:

THIS RISK ASSESSMENT IS APPROVED BY THE PCBU ON THIS PROJECT

Under the Work Health and Safety Regulation (WHS Regulation), a person conducting a business or undertaking (PCBU) is required to ensure that a RISK ASSESSMENT is prepared before the proposed work starts.

Full Name:		
Signature:	Title:	Date:

CLIENT OR PRINCIPAL CONTRACTOR DETAILS

Client:	SCOPE OF WORKS
Project Name:	
Project Address:	
Project Manager:	
Contact Phone:	
Date Risk Assessment supplied to Project Manager:	

RISK MATRIX									
LIKELIHOOD	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC	SCORE	ACTION	HIERARCHY OF CONTROLS	
ALMOST CERTAIN	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4 ACUTE			Elimination Remove the hazard.	
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCEED	Substitution Replace the hazard.	
POSSIBLE	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	4 ACUTE	3H HIGH	Review before work starts.	Isolation Isolate People from the hazard	
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	2M MODERATE	Ensure control measures in place.	Engineering Isolate the hazard	
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH	1L LOW	Monitor and keep records.	Administrative Change	
								PPE	
Risk Rating & Required Action:								Notes on Hierarchy of Controls:	
4A		Stop work. The risk is intolerable. Eliminate the hazard or redesign the activity before proceeding. A Safe Work Method Statement (SWMS) or higher-level authorisation is required.						Remember to apply controls in the preferred order shown by the coloured pyramid:	
3H		Review and approve additional controls before task starts. Senior supervisor sign-off needed.						1. Eliminate	
2M		Ensure all nominated controls are in place and effective. Proceed with caution; monitor conditions.						2. Substitute	
1L		Proceed, following standard operating procedures. Monitor and keep records.						3. Isolate	
Consequence Scale:								4. Engineering	
Consequence		People (injury/illness)		Project / Assets		Compliance / Reputation		5. Administrative	
Catastrophic		Fatality or permanent total disability		project shutdown		Significant regulator intervention; criminal prosecution		6. PPE	
Major		Serious injury/illness (hospital > 5 days)		critical delay		Improvement notice; major media coverage		Always document why a lower-order control is accepted if elimination or substitution is not reasonably practicable.	
Moderate		Medical-treatment injury; lost-time > 1 day		moderate delay		Minor breach; adverse client comment		<i>aligned with Safe Work Australia's Managing the risk of fatigue at work (2023) and ISO 45001:2018 clauses 6–8.</i>	
Minor		First-aid only, no lost time		negligible delay		Isolated non-conformance			
Insignificant		No injury		no schedule impact		Deviation caught and corrected on site			

JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
1. Preparation	Slippery surfaces, Improper tool use	3H	<ul style="list-style-type: none"> - Conduct a safety briefing about the location and nature of surfaces. - Utilise non-slip mats in the work area. - Train staff on proper tool usage before task commencement. - Ensure all personal protection equipment is available and used. - Conduct pre-use inspection of all equipment. - Allocate only trained personnel for the task. - Establish a clear communication plan. - Confirm that all staff understand the task procedures. - Ensure area is well-lit. - Verify weather conditions and adjust plans accordingly. 	2M
2. Inspection of Vehicle	Vehicle instability, Sharp edges	3H	<ul style="list-style-type: none"> - Use wheel chocks to ensure vehicle from movement. - Inspect the work area for sharp objects. - Use proper protective gloves to handle sharp components. - Conduct visual checks for other forms of potential hazards. - Place warning signs around the inspection area. - Ensure that all tools are organised and function correctly. - Check for any spills, clean immediately. - Use barriers to mark restricted areas. - Conduct pedestrian management to minimize traffic. - Ensure all lighting is adequate for the task. 	2M
3. Testing Equipment Setup	Electrical hazard, Equipment malfunction	4A	<ul style="list-style-type: none"> - Ensure testing equipment is compliant with industry standards. - Inspect all electrical equipment for damage before use. - Only qualified personnel to set up and handle electrical equipment. - Implement a tagging system for all tested equipment. - Conduct a function check of all equipment prior to testing. - Organise cables to prevent trip hazards. - Shut down all equipment when not in use. - Isolate the testing area during equipment setup. 	2M

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			<ul style="list-style-type: none"> - Have a qualified electrician on standby for immediate response. - Implement a lock-out/tag-out procedure where applicable. 	
4. Calibration of Equipment	Improper calibration, Exposure to calibration chemicals	3H	<ul style="list-style-type: none"> 1. Ensure all calibration equipment is properly calibrated and certified. 2. Use appropriate personal protective equipment (PPE) when handling calibration chemicals. 3. Follow manufacturer's instructions for the use of calibration equipment. 4. Perform calibration in a well-ventilated area. 5. Use proper labeling and storage for calibration chemicals. 6. Ensure all calibration records are accurately maintained. 7. Perform regular maintenance on calibration equipment. 8. Use appropriate disposal methods for calibration chemicals. 9. Ensure all calibration equipment is properly stored. 10. Perform regular safety checks on calibration equipment. 	1L
5. Conducting Brake Pedal Force Test	Physical exertion, incorrect data reading	3H	<ul style="list-style-type: none"> 1. Ensure all test equipment is properly calibrated and certified. 2. Use appropriate personal protective equipment (PPE) when conducting the test. 3. Follow manufacturer's instructions for the use of test equipment. 4. Perform the test in a well-ventilated area. 5. Use proper labeling and storage for test equipment. 6. Ensure all test records are accurately maintained. 7. Perform regular maintenance on test equipment. 8. Use appropriate disposal methods for test equipment. 9. Ensure all test equipment is properly stored. 10. Perform regular safety checks on test equipment. 	2M
6. Data Recording	Data entry error, Unauthorized access to data	3H	<ul style="list-style-type: none"> 1. Ensure all data is accurately recorded and stored. 2. Use appropriate personal protective equipment (PPE) when recording data. 3. Follow manufacturer's instructions for the use of recording equipment. 4. Perform data recording in a well-ventilated area. 5. Use proper labeling and storage for recording equipment. 6. Ensure all recording records are accurately maintained. 7. Perform regular maintenance on recording equipment. 8. Use appropriate disposal methods for recording equipment. 9. Ensure all recording equipment is properly stored. 10. Perform regular safety checks on recording equipment. 	1L

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7. Analysis of Results	Misinterpretation of data, Delayed results	2M		1L
8. Reporting	Incomplete documentation Miscommunication	3H		1L
9. Review of Process	Process oversight, Ineffective risk management	2M		1L

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10. Clean Up and Equipment Storage	Trip hazards, Equipment damage	3H		1L
11. Decommissioning	Residual energy, Improper disassembly	4A		2M
12. Final Inspection	Missed hazards, Incomplete verification	4A		2M

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13. Communication of Findings	Information overload, Selective communication	3H		2M
14. Implementation of Improvements	Inadequate implementation, Resistance to change	4A		2M
15. Closure of Project	Incomplete closure, Loss of knowledge	3H		1L

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SAMPLE

EMERGENCY RESPONSE – CALL 000 FOR EMERGENCIES

Ensure to have an Emergency Management Plan in place as well as adequate numbers of trained first aid staff with easy access to fully stocked first aid kits, rescue equipment, material safety data sheets, adequate access to emergency communication equipment and fire-fighting equipment suitable for all classes of fire and ignition sources.

LEGISLATIVE REFERENCES

RELEVANT LEGISLATION AND CODES OF PRACTICE. DELETE THE LEGISLATIVE REFERENCES IF ANY STATE THAT ARE NOT APPLICABLE

Queensland & Australian Capital Territory

Work Health and Safety Act 2011

Work Health and Safety Regulations 2011

Legislation QLD: <https://www.worksafe.qld.gov.au/laws-and-compliance/work-health-and-safety-laws>

Codes of Practice QLD: <https://www.worksafe.qld.gov.au/laws-and-compliance/codes-of-practice>

Legislation ACT: <https://www.worksafe.act.gov.au/laws-and-compliance/acts-and-regulations>

Codes of Practice ACT: <https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice>

New South Wales

Work Health and Safety Act 2011

Work Health and Safety Regulations 2017

Legislation NSW: <https://www.safework.nsw.gov.au/legal-obligations/legislation>

Codes of Practice NSW: <https://www.safework.nsw.gov.au/resource-library/list-codes-of-practice>

Northern Territory

Work Health and Safety (National Uniform Legislation) Act 2011

Work Health and Safety (National Uniform Legislation) Regulations 2011

Legislation NT: <https://worksafe.nt.gov.au/laws-and-compliance/workplace-safety-laws>

Codes of Practice NT: <https://worksafe.nt.gov.au/laws-and-compliance/codes-of-practice>

South Australia

Work Health and Safety Act 2012 (SA)

Work Health and Safety Regulations 2012 (SA)

Legislation for SA: <https://www.safework.sa.gov.au/resources/legislation>

Codes of Practice for SA: <https://www.safework.sa.gov.au/workplaces/codes-of-practice#COPs>

Tasmania

Work Health and Safety Act 2012

Work Health and Safety (Transitional and Consequential Provisions) Act 2012

Work Health and Safety Regulations 2012

Work Health and Safety (Transitional) Regulations 2012

Legislation for TAS: <https://worksafe.tas.gov.au/topics/laws-and-compliance/acts-and-regulations>

Codes of Practice for TAS: <https://worksafe.tas.gov.au/topics/laws-and-compliance/codes-of-practice>

Details of permits, licenses or access required by regulatory bodies (add or delete as required):

- Permits from local council
- Authorisation to commence work
- Any required documents.

Victoria

Occupational Health and Safety Act 2004

Occupational Health and Safety Regulations 2017

Legislation VIC: <https://www.worksafe.vic.gov.au/occupational-health-and-safety-act-and-regulations>

Codes of Practice VIC: <https://www.worksafe.vic.gov.au/compliance-codes-and-codes-practice>

Western Australia

Work Health and Safety Act 2020

Work Health and Safety Regulations 2022

Legislation Western Australia: <https://www.commerce.wa.gov.au/worksafe/legislation>

Codes of Practice WA: <https://www.commerce.wa.gov.au/worksafe/codes-practice>

Safe Work Australia Links

Law and Regulation (All States): <https://www.safeworkaustralia.gov.au/law-and-regulation>

Model Codes of Practice: <https://www.safeworkaustralia.gov.au/resources-publications/model-codes-of-practice>

Model Codes of Practice

- Managing noise and preventing hearing loss at work
- Confined spaces
- Labelling of workplace hazardous chemicals
- Managing risks of hazardous chemicals in the workplace
- Welding processes
- First aid in the workplace
- Managing the risk of falls at workplaces
- Hazardous manual tasks
- Managing the risk of falls in housing construction
- Managing electrical risks in the workplace
- Demolition work
- Excavation work
- Work health and safety consultation, cooperation and coordination
- Managing the work environment and facilities
- How to manage work health and safety risks
- Managing risks of plant in the workplace
- Construction work