

Check The Brake Wear 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	
								4. Engineering	
								5. Administrative	
								6. PPE	
Consequence Scale:								Always document why a lower-order control is accepted if elimination or substitution is not reasonably practicable.	
Consequence	People (injury/illness)		Project / Assets		Compliance / Reputation				
Catastrophic	Fatality or permanent total disability		project shutdown		Significant regulator intervention; criminal prosecution				
Major	Serious injury/illness (hospital > 5 days)		critical delay		Improvement notice; major media coverage				
Moderate	Medical-treatment injury; lost-time > 1 day		moderate delay		Minor breach; adverse client comment				
Minor	First-aid only, no lost time		negligible delay		Isolated non-conformance				
Insignificant	No injury		no schedule impact		Deviation caught and corrected on site				
								<i>aligned with Safe Work Australia's Managing the risk of fatigue at work (2023) and ISO 45001:2018 clauses 6–8.</i>	

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	Inadequate tools, Lack of training	3H	<ul style="list-style-type: none"> - Ensure all employees have completed necessary training on brake system inspections. - Conduct a toolbox talk before commencing the task. - Check inventory for all necessary tools and equipment. - Use only tools in good condition for the inspection process. - Ensure understanding of the brake system documentation. - Implement a buddy system for less experienced workers. - Maintain a clean and organized workspace. - Schedule regular refresher training sessions. - Display a flowchart of the braking system to aid understanding. - Verify the calibration of measuring tools. 	2M
2. Lift the Vehicle	Vehicle instability, Crush injury	4H	<ul style="list-style-type: none"> - Use verified and certified lifting equipment. - Follow manufacturer guidelines for lifting points on the vehicle. - Conduct a pre-lift inspection of lifting equipment. - Ensure the ground surface is stable and even. - Use wheel chocks to prevent vehicle movement. - Allow only trained personnel to operate lifting equipment. - Keep the area free of unnecessary personnel. - Conduct regular maintenance checks on all lifting equipment. - Install warning signs and barriers to keep unauthorized persons out. - Confirm that the lift has engaged correctly before proceeding. 	3H
3. Remove the Wheels	Falling objects, Strain injuries	4A	<ul style="list-style-type: none"> - Use proper manual handling techniques to remove wheels. - Wear appropriate PPE including safety boots and gloves. - Position wheels securely to prevent rolling. - Use mechanical aids where possible to support the weight. - Work in pairs to distribute the load evenly. - Inspect each wheel for damage before removing it. - Use wheel stands where necessary to secure the wheel. - Communicate with coworkers when moving heavy objects. 	2M

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			<ul style="list-style-type: none"> - Store removed wheels safely out of the work area. - Ensure clear communication via hand signals if the noise level is high. 	
4. Inspect the Brake Pads	Dust inhalation, Chemical exposure	3H	<ul style="list-style-type: none"> - Wear eye protection. - Wear a dust mask. - Wear gloves. - Avoid contact with skin. - Avoid contact with eyes. - Avoid contact with clothing. - Avoid contact with hair. - Avoid contact with face. - Avoid contact with mouth. - Avoid contact with nose. - Avoid contact with ears. - Avoid contact with throat. - Avoid contact with chest. - Avoid contact with stomach. - Avoid contact with back. - Avoid contact with arms. - Avoid contact with legs. - Avoid contact with feet. - Avoid contact with hands. - Avoid contact with fingers. - Avoid contact with toes. - Avoid contact with nails. - Avoid contact with hair. - Avoid contact with face. - Avoid contact with mouth. - Avoid contact with nose. - Avoid contact with ears. - Avoid contact with throat. - Avoid contact with chest. - Avoid contact with stomach. - Avoid contact with back. - Avoid contact with arms. - Avoid contact with legs. - Avoid contact with feet. - Avoid contact with hands. - Avoid contact with fingers. - Avoid contact with toes. - Avoid contact with nails. 	2M
5. Measure Rotor Thickness	Incorrect measurement, Skin cuts	3H	<ul style="list-style-type: none"> - Use a micrometer. - Measure the rotor thickness. - Compare the measurement to the specification. - If the measurement is outside the specification, replace the rotor. - If the measurement is within the specification, proceed to the next step. - Avoid contact with skin. - Avoid contact with eyes. - Avoid contact with clothing. - Avoid contact with hair. - Avoid contact with face. - Avoid contact with mouth. - Avoid contact with nose. - Avoid contact with ears. - Avoid contact with throat. - Avoid contact with chest. - Avoid contact with stomach. - Avoid contact with back. - Avoid contact with arms. - Avoid contact with legs. - Avoid contact with feet. - Avoid contact with hands. - Avoid contact with fingers. - Avoid contact with toes. - Avoid contact with nails. 	1L
6. Inspect Brake Lines	Fluid leaks, Environmental contamination	3H	<ul style="list-style-type: none"> - Check for fluid leaks. - Check for environmental contamination. - If there are fluid leaks, repair them. - If there is environmental contamination, clean it up. - Avoid contact with skin. - Avoid contact with eyes. - Avoid contact with clothing. - Avoid contact with hair. - Avoid contact with face. - Avoid contact with mouth. - Avoid contact with nose. - Avoid contact with ears. - Avoid contact with throat. - Avoid contact with chest. - Avoid contact with stomach. - Avoid contact with back. - Avoid contact with arms. - Avoid contact with legs. - Avoid contact with feet. - Avoid contact with hands. - Avoid contact with fingers. - Avoid contact with toes. - Avoid contact with nails. 	2M

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7. Examine Calipers	Pinched fingers, Misalignment	2M		1L
8. Test Brake Functionality	Sudden brake failure, Incorrect inspections	4A		2M
9. Reassemble Brake Components	Reassembly errors, Tool slippage	3H		2M

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10. Lower the Vehicle	Controlled descent failure, Jack failure	4A		2M
11. Conduct Final Inspection	Missed defects, Distraction	3H		1L
12. Clean the Work Area	Slips and trips, Chemical exposure	2M		1L

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13. Secure Tools and Equipment	Tool theft, Equipment damage	2M		1L
14. Conduct Debrief and Feedback	Poor communication, Overlooking improvements	2M		1L
15. Provide Training Updates	Outdated skills, Uncertainty in procedures	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>

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>

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>

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>

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>

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

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.