

Respirator Fit Testing And Use 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:

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.
3H	Review and approve additional controls before task starts. Senior supervisor sign-off needed.
2M	Ensure all nominated controls are in place and effective. Proceed with caution; monitor conditions.
1L	Proceed, following standard operating procedures. Monitor and keep records.

Consequence Scale:

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

Notes on Hierarchy of Controls:

Remember to apply controls in the preferred order shown by the coloured pyramid:

- Eliminate**
- Substitute
- Isolate
- Engineering
- Administrative
- PPE

Always document **why** a lower-order control is accepted if elimination or substitution is not reasonably practicable.

aligned with Safe Work Australia's Managing the risk of fatigue at work (2023) and ISO 45001:2018 clauses 6–8.

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	Incorrect respirator type selection, Inadequate training	3H	<ul style="list-style-type: none"> - Conduct a hazard assessment to determine appropriate respirator type - Provide comprehensive training on respirator selection - Use respiratory protection guidelines - Ensure all personal protective equipment is available - Incorporate training modules covering respirator fit and use - Verify staff understand purpose and use of respirators - Ensure trainers are qualified - Review past incidents involving respirators - Include practical demonstrations - Establish a workplace policy on respirator use 	2M
2. Inspection of Respirator	Damaged respirator, Expired components	3H	<ul style="list-style-type: none"> - Implement regular inspection schedule - Train on identification of defects - Replace expired components immediately - Use checklist for inspection - Document inspection results - Provide spare parts for immediate replacement - Ensure lighting is adequate for inspection - Utilise only certified respirators - Remove defective respirators from service - Engage manufacturer for repairs as needed 	1L
3. Fit Testing	Incorrect fit, User discomfort	4A	<ul style="list-style-type: none"> - Conduct quantitative fit testing using appropriate equipment - Schedule fit tests annually or when changes occur - Train employees on fit testing procedure - Monitor for signs of discomfort during testing - Maintain records of fit testing outcomes - Allow selection from various models and sizes - Utilize trained professionals for fit testing - Reinforce training on fit seal integrity 	2M

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			<ul style="list-style-type: none"> - Provide feedback on fit test results - Facilitate immediate fit adjustments if necessary 	
4. Training on Proper Use	Misuse of respirator, Lack of emergency knowledge	3H	<ul style="list-style-type: none"> - Provide training on proper use of respirator - Provide training on emergency procedures - Provide training on fit testing - Provide training on maintenance of respirator - Provide training on storage of respirator - Provide training on cleaning of respirator - Provide training on inspection of respirator - Provide training on replacement of filters - Provide training on replacement of straps - Provide training on replacement of headbands - Provide training on replacement of chin straps - Provide training on replacement of harness - Provide training on replacement of harness straps - Provide training on replacement of harness buckles - Provide training on replacement of harness adjusters - Provide training on replacement of harness D-rings - Provide training on replacement of harness webbing - Provide training on replacement of harness stitching - Provide training on replacement of harness labels - Provide training on replacement of harness tags - Provide training on replacement of harness hardware - Provide training on replacement of harness components - Provide training on replacement of harness parts - Provide training on replacement of harness accessories - Provide training on replacement of harness tools - Provide training on replacement of harness equipment - Provide training on replacement of harness supplies - Provide training on replacement of harness materials - Provide training on replacement of harness components - Provide training on replacement of harness parts - Provide training on replacement of harness accessories - Provide training on replacement of harness tools - Provide training on replacement of harness equipment - Provide training on replacement of harness supplies - Provide training on replacement of harness materials 	2M
5. Cleaning and Maintenance	Exposure to contaminants, Improper cleaning methods	3H	<ul style="list-style-type: none"> - Provide training on proper cleaning methods - Provide training on proper storage of respirator - Provide training on proper inspection of respirator - Provide training on proper replacement of filters - Provide training on proper replacement of straps - Provide training on proper replacement of headbands - Provide training on proper replacement of chin straps - Provide training on proper replacement of harness - Provide training on proper replacement of harness straps - Provide training on proper replacement of harness buckles - Provide training on proper replacement of harness adjusters - Provide training on proper replacement of harness D-rings - Provide training on proper replacement of harness webbing - Provide training on proper replacement of harness stitching - Provide training on proper replacement of harness labels - Provide training on proper replacement of harness tags - Provide training on proper replacement of harness hardware - Provide training on proper replacement of harness components - Provide training on proper replacement of harness parts - Provide training on proper replacement of harness accessories - Provide training on proper replacement of harness tools - Provide training on proper replacement of harness equipment - Provide training on proper replacement of harness supplies - Provide training on proper replacement of harness materials - Provide training on proper replacement of harness components - Provide training on proper replacement of harness parts - Provide training on proper replacement of harness accessories - Provide training on proper replacement of harness tools - Provide training on proper replacement of harness equipment - Provide training on proper replacement of harness supplies - Provide training on proper replacement of harness materials 	1L
6. Storage of Respirators	Exposure to environmental conditions, Damage due to improper storage	3H	<ul style="list-style-type: none"> - Provide training on proper storage of respirator - Provide training on proper inspection of respirator - Provide training on proper replacement of filters - Provide training on proper replacement of straps - Provide training on proper replacement of headbands - Provide training on proper replacement of chin straps - Provide training on proper replacement of harness - Provide training on proper replacement of harness straps - Provide training on proper replacement of harness buckles - Provide training on proper replacement of harness adjusters - Provide training on proper replacement of harness D-rings - Provide training on proper replacement of harness webbing - Provide training on proper replacement of harness stitching - Provide training on proper replacement of harness labels - Provide training on proper replacement of harness tags - Provide training on proper replacement of harness hardware - Provide training on proper replacement of harness components - Provide training on proper replacement of harness parts - Provide training on proper replacement of harness accessories - Provide training on proper replacement of harness tools - Provide training on proper replacement of harness equipment - Provide training on proper replacement of harness supplies - Provide training on proper replacement of harness materials - Provide training on proper replacement of harness components - Provide training on proper replacement of harness parts - Provide training on proper replacement of harness accessories - Provide training on proper replacement of harness tools - Provide training on proper replacement of harness equipment - Provide training on proper replacement of harness supplies - Provide training on proper replacement of harness materials 	1L

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7. Supervision During Use	Non-compliance with procedures, Unreported malfunctioning equipment	3H		1L
8. Monitoring and Reviewing Use	Ineffective use of respirator, Incomplete identification of issues	3H		2M
9. Performance Testing	Failure of respirator materials, Inaccurate testing results	3H		1L

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10. Record Keeping	Inaccurate records, Loss of data	2M		1L
11. Continuous Improvement	Lack of up-to-date practices, Inefficiency in implementing new regulations	3H		2M
12. Emergency Protocols	Delayed emergency response, Inadequate emergency equipment	4A		2M

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13. Disposal Protocols	Improper disposal methods, Contaminant exposure during disposal	3H		1L
14. Communication and Reporting	Poor hazard communication, Inconsistent reporting	3H		2M
15. Reviewing Legislation Compliance	Non-compliance with updated legislation, Delayed implementation of regulation changes	4A		2M

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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.