

Testing Braking Systems Risk Assessment

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

THIS RISK ASSESSMENT IS APPROVED BY THE PCBU ON THE 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 the 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	Slip and trip hazards, Miscommunication	3H	<ul style="list-style-type: none"> - Conduct pre-task briefing to ensure clear communication. - Inspect area for slips and trips, clearing clutter before beginning. - Ensure all participants are briefed on hazards and procedures.]],{ <p>step": "2. Obtain Tools and Equipment</p> <p>hazards": [</p> <p>Noise exposure</p> <p>Slips and trips"], "initialRisk": "3H", "residualRisk": "2M", "controlMeasures": "- Utilise hearing protection when necessary., - Maintain tools in designated areas to prevent tripping., - Conduct toolbox talk regarding equipment handling and noise protection.</p> <ul style="list-style-type: none"> - Implement hearing conservation measures., - Provide clear pathways to avoid trips., - Schedule regular maintenance on tools and equipment."."}],{ <p>step": "3. Inspect Braking System of the Vehicle</p> <p>hazards": [</p> <p>Mechanical failure</p> <p>Chemical exposure.</p> <p>Moving parts.</p> <p>Exposure to hydraulic fluids.</p>	2M
4. Secure Vehicle	Vehicle movement, Misuse of tools	3H	<ul style="list-style-type: none"> - Use wheel chocks to prevent accidental movement. - Ensure the vehicle is parked on a flat surface. - Use only certified tools suitable for securing.', - Conduct training in the proper use of tools.']],{ <p>step</p> <p>,</p> <p>1. Preparation.</p> <p>Step": "5. Wear Proper Personal Protective Equipment (PPE).",</p> <p>hazards": null, "initialRisk": "3H", "controlMeasures": "- Make use of PPE such as safety goggles, gloves, and steel-capped boots., - Ensure all personnel are thoroughly trained on PPE utilisation., - Regularly inspect PPE for any wear and tear., - Provide PPE in various sizes to ensure proper fit.</p> <p>{step: 6. Disconnect Power Supply.</p> <p>hazards": "Electric shock", "initialRisk": "3H", "residualRisk": "2M", "controlMeasures": [- Enforce de-energisation of systems before handling them.</p> <ul style="list-style-type: none"> - Display clear lockout/tag out procedures to prevent unexpected power supply. 	2M

<p>ure, Inadequate lighting</p>	<p>3H</p>	<ul style="list-style-type: none"> - Utilise protective clothing to avoid skin contact with chemicals. - Use appropriate lighting for clear visibility. - Maintain training on chemical handling. - Implement regular checks to ensure proper lighting is used.'];{ <p>step": "8. Clean Brake Components</p> <p>hazards": "Chemical exposure","initialRisk":"3H","residualRisk":"2M", cleaning chemicals per manufacturer guidelines.,"- Ensure proper agents.,"- Train personnel on hazardous chemical handling proced</p> <ul style="list-style-type: none"> - Equip personnel with chemical-resistant gloves. - Provide emergency wash stations near the work area.'];{ <p>step":</p> <p>step": "9. Check Brake Fluid Levels</p> <p>hazards": "null","initialRisk":"3H","residualRisk":"2M","controlMeasure specifications.,"- Use correct fluid types as recommended by the man up safety guidelines.,"- Dispose of used fluids following environme</p>
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3H

SAMPLE

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
	Excessive noise exposure., trip hazards due to clutter.	2M		1L
19. Review Emergency Procedures	Lack of awareness, Incomplete procedures	2M		1L
20. End of Task Evaluation	Inadequate analysis, Time constraints	2M		1L

ani protocols, Accident
Initial Risk". 2M
IL, 2M
am specifically to over 2M
ks.", - Conduct
safety inspection
each task., 2M

aning protocols,
forced repetitions. " ,]
(2M') , of measures.',
, , designate a team
oversee all cleaning
complete task re-ordered
criteria. Use
ons for individual
, regular inspections
and provide
advice on fire braking

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	procedure and systemic safety documentation analysis improvement framework guide usage forward." , , {, tracks:, , [language., automated and structured feedback reporting and safety documentation notation and system safety enhancements., } , , , "complete cleaning protocols during project environmental safety creation through inspection checklists., , , and tag any possible improvements during the course of the entire process execution task.			
	Inadequate cleaning protocols, Accidents, Name: Environmental Safety Guide and Task Completion protocol.]	2M		1L
Enhance Task Review Process	Inadequate cleaning protocols, Impending rate equitable task guide enhancement options	2M		1L

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SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
			<div>████████████████████</div> <div>█</div> <div>██</div> <div>█</div> <div>████████████████████</div> <div>████████████████████</div> <div>█</div>	
Enhance Task Review Process	Inadequate cleaning process, Accidents, risks, system equipment embellishment, support tasks		<div>██</div> <div>██</div> <div>██</div> <div>██</div> <div>██</div> <div>██</div> <div>█</div> <div>██</div> <div>██</div> <div>██</div> <div>██</div> <div>██</div> <div>██</div> <div>██</div> <div>██</div>	1L
End of Task Evaluation	Inadequate analysis, Time constraints	2M	<div>██</div> <div>██</div> <div>████████████████████</div>	1L

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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
Expand Procedure Evaluation Process	Inadequate cleaning protocols, Accident risks	2M	<div>SAMPLE</div>	1L

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