Section 4 of the *Managing respirable dust hazards in coal fired power stations Code of Practice 2023* outlines what is required as part of a respirable dust monitoring program at a coal-fired power station, including the requirements for reporting a **single sample exceedance result** (**SSER**).

A SSER is a single air monitoring sample result that exceeds the relevant eight-hour equivalent exposure standard. A SSER is a trigger to investigate and review control measures.

This form should be used to record a summary of the sampling result, in a format that meets the requirements under the code of practice.

In the event of a SSER, the person conducting the business or undertaking (PCBU) should:

* submit the completed form to AOHHU@oir.qld.gov.au
* inform the WHS Regulator at AOHHU@oir.qld.gov.au on the further action taken, as soon as reasonably practicable following the investigation and review of control measures.

**Note**: A *SSER reporting form—coal-fired power stations* should be submitted for each separate SSER.

This form can also be used by the PCBU to meet the additional reporting requirements within the workplace. For further information, refer to Section 4 of the [*Managing respirable dust hazards in coal-fired power stations Code of Practice 20*](https://www.worksafe.qld.gov.au/laws-and-compliance/codes-of-practice)*23*.

|  |
| --- |
| Section 1 – Reporting person conducting a business or undertaking (PCBU) details |
| **Business name** |  |
| **ABN** |  |
| **Site address** |  |
| **Contact name** |  |
| **Contact phone** |  |
| **Contact email** |  |
| Section 2 – Worker details |
| Provide the following information on the relevant work group where a SSER has occurred |
| **Worker name** |  |
| **Worker’s contact details** |  |
| **Similar exposure group (SEG)** |  |
| **Site** |  |
| **Workgroup** |  |
| **Supervisor** |  |
| **Supervisor’s contact details** |  |
| **Has the worker experienced a single sample exceedance result previously** | Y/N |
| **If yes provide details** |  |
| Section 3 – Sample details |
| Provide the following information on the nature of the sample results |
| **Sample number** |  |
| **Sample date** |  |
| **Sample duration (minutes)** |  |
| **Location where the sample was taken** |  |
| **Airborne contaminant sampled** | **Options –** Respirable crystalline silica, respirable coal dust. |
|  |
| **Sample result (mg/m3)** |  |
| **Relevant exposure standard (mg/m3) (shift adjusted where required)** |  |
| **Shift adjustment method** | **Options –** N/A**,** Brief and Scala Model, OSHA Model, Pharmacokinetic Model, Quebec Model, other (describe) |
|  |
| **Occupational hygienist who conducted respirable dust monitoring** | Name/company/contact details |
|  |
| Section 4 – Description of existing controls and workplace conditions at time of sampling |
| Provide the following information for details of results where a SSER occurred (including details of existing controls in use and if RPE was in use, the type of RPE) |
| **Details of activities conducted by the worker (brief description):** |  |
| **Description of controls used to eliminate or minimise exposure to respirable dust** |  |
| **Make, model and filter type of respiratory protective equipment (RPE) used by worker** |  |
| **If tight-fitting RPE used, was worker fit tested and clean shaven on day of sampling?** | Fit-tested: Y / N |
| Clean shaven: Y / N |
| **Worker’s description of the housekeeping conditions where the work activity was performed** |  |
| **General description of environmental conditions where the work activity was performed** |  |
| **Section 5 – Summary of investigation findings** |
| Summarise the initial findings of the investigation into the SSER, taking into account any issues identified in Sections 3 and 4. |
|  |
| **Section 6 – Proposed corrective and preventative actions** |
| Provide the following information on any interim corrective actions, including:* what is being considered
* the process for consideration
* how actions will be determined.
 |
| (Include any interim controls which have been implemented) |

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