



FACT SHEET

EXPOSURE MONITORING UNDER THE HEALTH AND SAFETY AT WORK (GENERAL RISK AND WORKPLACE MANAGEMENT) REGULATIONS 2016

This fact sheet summarises the exposure monitoring required under the GRWM Regulations.

This fact sheet is for persons conducting a business or undertaking (PCBUs).

This fact sheet only explains the requirements to monitor worker exposure under the GRWM Regulations. However, even if PCBUs don't need to monitor under *these* regulations, they still have a primary duty to monitor worker exposure as far as is reasonably practicable if exposure to a particular health risk warrants it. The results from worker exposure monitoring are an important step in assessing whether the work controls in use are managing a risk effectively.

Note: See the WorkSafe New Zealand (WorkSafe) website www.worksafe.govt.nz for information about monitoring requirements under other health and safety regulations (eg for air monitoring for work involving asbestos under the Health and Safety at Work (Asbestos) Regulations 2016).

WHAT IS EXPOSURE MONITORING?

Exposure monitoring—

- (a) means the measurement and evaluation of exposure to a health hazard experienced by a person; and
- (b) includes— (i) monitoring of the conditions at the workplace; and (ii) biological monitoring of people at the workplace (GRWM Regulations).

Exposure monitoring can be used to find out if workers are potentially being exposed to a hazard at harmful levels or if the measures in place to control exposure to that hazard are working. Monitoring does not replace the need for control measures to reduce exposure.

Exposure monitoring is done by having workers wear personal monitoring equipment as they do their job. It can also be done periodically or without having workers wear monitoring equipment under some circumstances (eg to test the effectiveness of controls).

Examples of exposure monitoring include:

- > monitoring the level of noise a worker is exposed to
- > monitoring the air a worker breathes to check how much of a substance they are being exposed to
- > testing workers' blood or urine for the presence of a harmful substance or the by-products (metabolites) of a substance (called biological exposure monitoring).

WHEN MUST A PCBU CARRY OUT THE MONITORING DESCRIBED IN THE GRWM REGULATIONS?

Exposure monitoring must be carried out if the PCBU is not certain on reasonable grounds whether the concentration of a substance hazardous to health at the workplace exceeds its relevant prescribed exposure standard.

To find out if a substance has a prescribed exposure standard, you can:

- > Go to the Controls database on the Environmental Protection Authority website www.epa.govt.nz to see if your substance has an exposure standard prescribed in a hazardous substances approval, a group standard approval or a reassessment (if this applies).

Note: there are no substances that have exposure standards prescribed in regulations or safe work instruments (SWIs).

WHAT IF MULTIPLE PCBUS HAVE A DUTY TO MONITOR THE SAME WORKER?

Different PCBUs may need to monitor the exposure of the same worker. If this is the case, the PCBUs must work together to all meet their monitoring duty.

To read more about PCBUs working together, see the WorkSafe Special Guide – *Introduction to the Health and Safety at Work Act 2015* available on the WorkSafe website www.worksafe.govt.nz

IF EXPOSURE MONITORING IS REQUIRED, WHAT MUST THE PCBU DO?

HOW OFTEN MUST MONITORING BE CARRIED OUT?

Monitoring must be carried out at appropriate intervals and when there are significant changes at the workplace which may affect exposure.

You may have to seek advice from a competent person – this is a person who has sufficient knowledge, skills and experience in appropriate techniques and procedures including interpreting results (eg an occupational hygienist).

To find out about occupational health practitioners in your area, you could check your local Yellow pages or look at the websites of the New Zealand Occupational Hygiene Society (www.nzohs.org.nz) or the Health and Safety Association NZ (www.hasanz.org.nz).

WHO MUST CARRY OUT THE MONITORING?

Monitoring must be carried out by, or under the supervision of, a competent person (see above).

WHEN MUST A PCBU REVIEW THEIR CONTROL MEASURES IN LIGHT OF THIS EXPOSURE MONITORING?

The PCBU must review and, as necessary, revise control measures if the exposure monitoring determines that the concentration of a substance hazardous to health at the workplace exceeds its relevant prescribed exposure standard.

WHO MUST HAVE ACCESS TO MONITORING RECORDS?

The PCBU must make monitoring records readily accessible to persons at the workplace who may be, or have been, exposed to the health hazard.

If monitoring results are to be provided to anyone, any information which identifies or discloses anything about another individual must be removed beforehand.

HOW LONG MUST MONITORING REPORTS BE KEPT?

TYPE OF MONITORING	TIME THE MONITORING RECORD MUST BE KEPT FROM DATE RECORD MADE
Monitoring undertaken in relation to asbestos	40 years
All other monitoring	30 years

WorkSafe recommends that workers be given copies of monitoring records relevant to them when they leave the business or undertaking. This includes when the business or undertaking is closing or ending.

FURTHER INFORMATION

For information about health monitoring under the GRWM Regulations, see the fact sheet

- *Health monitoring under the Health and Safety at Work (General Risk and Workplace Management) Regulations 2016.*

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