

Booking Terms and Conditions

Thank you for engaging Independent EHS Services Pty Ltd (43 636 824 416), herein referred to as IEHS. It is critical that you review the terms and conditions below prior to commencing booking as a placement of an order constitutes full acceptance of these terms and conditions.

Respirator Fit testing

By engaging IEHS to conduct fit testing you agree to the following terms and conditions:

Conditions of Testing:

Respirator fit testing will be conducted as per the following approved OSHA protocols and current legislation.

- 29 CFR 1910.134 (Fast Filtering or Half/Full Face protocols)
- AS/NZS 1715:2009 Selection, use and maintenance of respiratory protective equipment (RPE), whilst wearing other site provided personal protective equipment (PPE) that may affect the seal and therefore protective function of the RPE.

At all times testing will be conducted either in IEHS Mobile Van or onsite that meets the minimum requirements however does not exceed a room size of 6m x 6m approx.

Testing will only be conducted whilst the wearer is in standing position as all functions of the test require the wearer to perform various exercises specified in the protocol and only after donning the RPE for 5 minutes to ensure the mask is comfortable and the required fit checks have been performed.

Testing will be conducted by a fit test technician who has been deemed competent in areas listed in ISO 16975-3 Respiratory protective devices- Selection, use and maintenance – Part 3 Fit testing procedures – Section 5.2. prior to commencing works. IEHS employees who are new to the business or are in training will only undertake testing where they are supervised until deemed competent.

Testing will only be conducted for workers that are deemed clean-shaven and have no facial hair that interferes with or impacts the sealing surface of the respirator (IEHS Facial Hair style Poster). All wearers who are booked for fit testing are to always follow the instructions of the fit test technician before, during and after testing.

If at any time a person feels uncomfortable or are suffering ill effects from wearing the RPE they are to inform the fit test technician immediately.

All components of the fit test equipment that pose a risk to the worker being tested shall be disinfected with antibacterial wipes on a continual basis.

Hygiene

IEHS will provide hand sanitation solution and place in a prominent position within the testing location to enable wearers and employees of IEHS the ability to use throughout the testing process and follow IEHS Hygiene policy.

It is expected that all personnel and wearers who attend with their own equipment will ensure masks are clean and free of bacteria or matter. Disposable masks will of brand-new condition and filters are clean and free of particles that could affect the outcome of the test results.

Booking Terms and Conditions

IEHS personnel will ensure COVID 19 Safe protocols are always adopted when undertaking respiratory fit testing and expect personnel and wearers who attend test locations to adopt the same policies.



Wearing a mask – as required. Masks are no longer required to be worn indoors, except in hospitals, residential aged care, disability accommodation, prisons, public transport, taxis and rideshare, airports and on planes. For more information, please refer to our covid safe policy or request a copy to be sent.

Terms of Testing

- Independent EHS Services PTY LTD may share the results of the test with interested parties (e.g. employer, authorized representatives or regulators).
- You or your workers are to tell the fit test operator of all other PPE that you are wearing in the workplace, and to wear such PPE while testing is being conducted.
- You and your employees have been honest about your/their name, employer details and USI number and where a specific USI has not been provided IEHS will create one on their behalf.
- Independent EHS Services PTY LTD will accept no liability for any damages, injury, illness, or death caused by wearing or not wearing the RPE tested and will not indemnify any party against any loss.
- It is the obligation of the worker and person engaging IEHS to ensure that You, or your employees are medically fit to wear a respirator prior to the commencement of testing and thereafter.
- You, or your employees will wear RPE in accordance with *AS/NZS 1715:2009 Selection, use and maintenance of respiratory protective equipment*, RPE manufacturers specification, legislative requirement and any other site or employer requirements.
- You, or your employees will only wear the respirator when clean shaven and ensure that no facial hair crosses or interferes with the sealing surface of the respirator.

Respiratory Protective Equipment

At the time of booking, you are requested to provide all relevant information related to the equipment being tested to ensure that we can complete testing on your equipment on the day.

Most reusable mask manufactures have a specific fit test adapter for their equipment that enables the test to be completed. Please note that not all technicians carry all types of mask adapters in which it is crucial to provide all relevant information prior to test dates. Failure to provide relevant information prior to testing that prevents testing to be completed as per your appointment will be considered as a nonattendance and charged \$70+GST per person.

RPE supplied on the day of testing will be in accordance with the ASNZS 1715:2009 and the manufacture specifications.

We charge per mask being tested, this in turn means if a worker is tested and fails on a mask, we can retest the wearer one more time and no extra costs will be associated with the test. Where the worker has failed twice and requires a change of mask a new test cost will be provided at 50% of the approved rate.

Booking Terms and Conditions

As each industry, task and activity has specific guidelines and requirements for the use of respiratory protective equipment IEHS does not provide advice on the types of equipment that can be used specific to your industry however can provide solutions such as equipment we carry on board that may be suitable for the line of works being undertaken or supply specific brands or types at your request.

It is important to understand that the selection of equipment is based on your company risk assessment and not IEHS advice.

IEHS can offer some general advice however this advice is not to be relied upon and is ultimately the responsibility of the employer and wearer of the respirator.

Supply of equipment

It is accepted that when IEHS supplies you the customer equipment for testing to be completed on, the equipment will be in brand new condition. All RPE selected for testing will be of the correct size for the wearer but not guaranteed.

Upon the supply of equipment for testing ownership transfers to the end user or owner of the equipment and is non-refundable upon a wearer placing the equipment on their face such as reusable equipment, unless determined to be a manufacturing fault.

We stock and supply various types of disposable respirators in varying price points, sizes, brands, and filtering capacities for various environments however do not provide advice when offering equipment however can advise on what pass factor rates through our experience to enable you the ability to choose. It is the responsibility of the program administrator to ensure equipment provided is of correct nature for the business operations.

Disposable respirators generally come in quantities of 20 per box and are only supplied on the condition of when masks are removed for testing the remainder of the box will be provided to you upon completion of testing. We note that not all disposable respirators will fit all wearers, and we cannot guarantee the fit of one style as multiple types of masks may be required. We can supply equipment however if you the purchaser selects the incorrect size of mask for wearers to be tested on this is not a refundable item.

For any bulk orders to be ordered in specifically we require a PO number to be provided and is not refundable as we do not carry large quantities of stock and will not be acquired back by suppliers.

Refunds will only be provided when equipment is unopened or undamaged and in original condition.

All equipment remains the property of IEHS until payment has been made in full.

Cancellations / No shows

Note: Independent EHS services reserves the right to cancel or postpone any booking including the supply of equipment or other services at its discretion or through force majeure and will not indemnify any party for lost revenue or damages resulting from a cancellation of an issued quote or booking. Wherever possible we will try and accommodate you the customer by offering solutions approved by management or the reappointment where able to.

Booking Terms and Conditions

Fit test client cancellations 2+ days prior to booking date no cancellation fee will apply, cancellations on the day prior to testing will incur an administration fee of \$70+GST or for cancellations on the day which include no shows or unshaven as per the terms and conditions we charge \$70+GST per person booked.

Payment Terms

Independent EHS Services provides payment terms by various means as follows.

- Cash
- EFT
- Bank Transfer
- 30-day accounts

It is not assumed all the above are offered to all customers in which payment for testing should be provided prior to any testing being undertaken. It is important to understand that our accounts team will only invoice customers for approved and booked personnel for the day of testing unless advise otherwise.

Please note where Purchase Order Numbers are required to be supplied on invoices it is the responsibly of the person engaging our services to ensure this information is detailed within the invoice as we do not accept non-payment due to PO not being supplied.

Approved Purchase Order payments are expected to be paid 30days from the end of month

With no Purchase Order payment is expected upon receipt of invoice or cash on delivery.

Late Payments of over 15 days a 10% Fee will be added to the total and resubmitted for prompt payment.

Late Payment of over 30 days will incur a 20% Late fee and all discounts provided will be removed. Where debts have exceeded 60 days and a debt recovery agency is required to collect the debit, all costs associated with the debit will be charged to the client.

For services provided on a daily rate a Purchase order number will be required prior to testing and all information required must be supplied prior to the scheduled testing or may be postponed until supplied.

If you require Independent EHS Services to set as a vendor/supplier – please contact accounts via email accounts@independentehs.com.au or (07) 5400 1747.