FATIGUE MANAGEMENT POLICY

Fatigue is more than feeling tired and drowsy. In a work context, fatigue is a state of mental and/or physical exhaustion that reduces a person’s ability to perform work safely and effectively.

Signs of fatigue include:
- tiredness even after sleep
- reduced hand-eye coordination or slow reflexes
- short term memory problems and an inability to concentrate
- blurred vision or impaired visual perception
- a need for extended sleep during days off work.

WHY IS FATIGUE A PROBLEM IN THE WORKPLACE?

Fatigue may increase the risk of incidents because of a lack of alertness. Fatigue may result in a slower reaction to signals or situations and affect the ability to make good decisions, particularly when:
- operating fixed or mobile plant including driving vehicles
- undertaking critical tasks that require a high level of concentration
- undertaking night or shift work when a person would ordinarily be sleeping.

A person conducting a business or undertaking must ensure, so far as is reasonably practicable, the health and safety of workers while they are at work. This means if fatigue is identified as causing a risk to work health and safety, then suitable control measures should be implemented in consultation with workers to eliminate or minimise the risks.

COASTAL WILL COMPLY WITH RELEVANT FATIGUE MANAGEMENT REQUIREMENTS BY IMPLEMENTING MEASURES THAT MINIMISE FATIGUE BY:

- consulting with drivers on fatigue issues
- compling with operating limits (e.g. minimum continuous break for sleep)
- assessing fatigue risks associated with work undertaken
- ensuring employees are trained and informed about fatigue
- ensuring contracts and business arrangements consider fatigue issues
- implementing Safe Work Methods Statements and procedures to minimise fatigue
- checking that required medical assessments have been undertaken and certificates are current
- using a Fitness for Duty checklist and driver declaration
- providing training on how to recognise and manage fatigue
- providing information on how to minimise fatigue

YOUR RESPONSIBILITY AS A WORKER

To reduce the risk of being involved in a work incident caused by fatigue, you should:
- comply with your organisation’s policies and procedures relating to fatigue
- understand your sleep, rest and recovery needs and obtain adequate rest and sleep away from work
- seek medical advice and assistance if you have or are concerned about a health condition that affects your sleep and/or causes fatigue
- assess your own fitness for work before commencing work
- monitor your level of alertness and concentration while you are at work
- look out for signs of fatigue in the people you work with in consultation with your supervisor, take steps to manage fatigue, for example take a break or short nap (night shift), maintain hydration (drink water), do some stretching or physical exercise, adjust the work environment (lighting, temperature)
- talk to your supervisor or manager if you foresee or experience being impaired by fatigue
- assess your fatigue levels after work and take suitable commuting and accommodation options (e.g. avoiding driving if fatigued).