

ATC Work Smart

Fatigue Awareness Policy

Policy Statement

Fatigue is more than feeling tired and drowsy. In a work context, fatigue is a state of mental and/or physical exhaustion which reduces a person's ability to perform work safely and effectively. It can occur because of prolonged mental or physical activity, sleep loss and/or disruption of the internal body clock.

Fatigue can be caused by factors which may be work related, non-work related or a combination of both and can accumulate over time.

Fatigue has been shown to be a major contributor to poor work effectiveness and workplace injuries. Fatigue can cause reduced concentration, impaired coordination, compromised judgement and slower reaction times, ultimately increasing the risk of incidents and injuries.

ATC Work Smart is committed to providing and maintaining safe systems of work for all its workers, including those whose work involves shift work or extended hours.

Work Related Fatigue

Managers and Employment and Training officers are expected to:

- Monitor workloads of employees and rostering arrangements to ensure workers are not placed at risk from fatigue.
- Provide information and training about risks to health and safety
- Communicate with both Host employers and employees in relation to their OSH responsibilities and the risks associated with fatigue
- Abide by regulations and legislation specific to the industry i.e. Time off between shifts, rest breaks etc.
- Be aware, and make appropriate changes to the work environment/hours where required

Possible Causes of fatigue at work

Work related factors may include:

- Long work hours
- Prolonged period of physical or mental activity
- Insufficient break time between shifts
- Inadequate rest
- Unachievable deadlines
- Insufficient lighting, air flow
- High temperatures
- Tasks that are long, repetitive, difficult, boring or monotonous

Possible non-work related factors influencing fatigue

- Extended commuting times
- Heavy family and social obligations
- Not enough sleep
- Extended time on electronic devices.
- Emotional issues
- Poor health and fitness levels.

Being awake for 17 hours is the equivalent of having a blood alcohol level of 0.05

Being awake for 20 hours is the equivalent of having a blood alcohol level of 0.1

Workers are responsible for being well-rested.

If you have insufficient rest and sleep, your work performance may decline and you may also place yourself or others at risk of injury. Workers have a duty to take reasonable care for their health and safety and this includes enough sleep so they can arrive at work ready for duty

Driver Fatigue

Employees who are fatigued and/or sick should avoid driving as their driving ability will be impaired. If sickness occurs during a business trip that requires them to drive, employees should take regular breaks or apply to Management for overnight accommodation, if needed.

Employees travelling alone are to stop for a minimum of 10 minutes every 2 hours. A maximum of 7 hours driving per day is permitted.

When two or more drivers are travelling together drivers are encouraged to change every 2 hours. A maximum 8 hours travel per day is permitted for multiple drivers.

A maximum of 12 hours is to be worked in any one day including time at work and travel time.

The Chief Executive Officer may vary this condition on consideration of circumstances.

Disciplinary Actions:

An employee who is fatigued in the workplace and is unable to carry out their job satisfactorily or perform the required tasks at a level expected of them or in a safe manner, may be asked to leave the workplace, taking personal leave and not returning until they have been well-rested and assessed as capable of carrying out tasks effectively and safely. Failure to carry out duties to the required performance levels may also result in disciplinary action being taken with the ultimate possibility of dismissal.