

Fatigue Management



Coming into the busiest time of year for most clients, it's timely to look at fatigue as a risk to your workers. Fatigue management must be a shared responsibility between workers and management. Using a risk management approach (identify hazards, assess the risk, implement controls, monitor) and consulting with workers is the best way to control the risks associated with fatigue. There are tools such as the one below to guide you through questions to ask workers.



What is fatigue?:

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.

How can fatigue be managed at work?

Rostering is a key factor in managing fatigue. Check in with workers to see how they are. Examine sign in and out times to ensure excessive overtime is not being worked – and if it is, how can the overtime be managed? Look at incident records to see if fatigue could have contributed. Ensure rosters allow for the required breaks between shifts. Develop a Plan B for unplanned absences.

Fatigue Management Strategies

If you know that a worker is fatigued to the point of being unsafe, there are strategies that can be used to ensure they get home safely:

- Provide transport home
- Arrange for the worker to be picked up
- Provide a quiet area for them to have a nap

FACT SHEET



More information

While there are plenty of tools on the internet to use, if you wish to undertake an in-depth fatigue risk assessment, contact me to assist with the process.

Fitness for Work	Do you believe you are fit for work?
	No
	Yes, with additional risk controls
	Yes

Current Fatigue State	How do you feel right now?
	Very fatigued, having difficulty staying alert
	A bit tired, effort required to stay alert
	Very alert - wide awake

Sleep Quantity	Did you sleep in the last 24 hours?
	No
	Yes, but I did not get my ideal amount of sleep
	Yes, I got at least my ideal amount of sleep

Sleep Quality	How would you rate the quality of that sleep compared with what you usually get on similar shift patterns?
	Poor
	Average
	Good

Signs of Fatigue	Have you experienced any physical signs of fatigue immediately prior to or during this shift (e.g. microsleeps)?	
	Yes	No
	Have you experienced any mental signs of fatigue immediately prior to or during this shift (e.g. difficult concentrating)?	
	Yes	No

HOW TO USE THIS TOOL:

With respect to the questions on the other side of this card, the colour of the answers indicates the Fatigue Category and the action(s) required in accordance with the table on the back of this tool.

If one or more answer is **Red**, your Fatigue Category is **Red**.

If one or more answer is **Amber**, your Fatigue Category is **Amber**.

Otherwise, if your answers are **Green**, your Fatigue Category is **Green**.

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Fatigue Category	Action Required
Red	As soon as it is safe to do so, suspend any safety-critical tasks that have been started. Report now to your immediate Supervisor or manager.
Amber	Before commencing the shift or task, or before continuing work on a task that has been started, report to your immediate Supervisor or Manager and implement fatigue risk controls as required.
Green	Monitor for signs of fatigue; no additional risk controls required.

For any clarification or questions,
please contact Michelle Pitman, DWS Work Health Safety & Compliance Advisor, on 0401 014 619 or michelle@dws.net.au.



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