

MARCH - APRIL SAFETY THEME: FATIGUE MANAGEMENT

Fatigue is a physical condition that occurs when a person's physical or mental limits are reached. Fatigue can reduce performance and productivity and can increase the risk of incidents and injury.

There have been a number of recent vehicle incidents where fatigue was a contributing factor. To avoid more incidents like these you must ensure everyone gets adequate rests/sleep



These are the things you need to know about fatigue at work and how to manage it.

WHAT CAUSES FATIGUE

- Long shifts and inadequate rest breaks
- Repetitive tasks
- Stress including family responsibilities
- Medical conditions
- Not enough exercise
- Poor nutrition and dehydration

But the main cause of fatigue is not enough sleep or poor-quality sleep!

WHAT ARE THE RISKS?

Long term effects of fatigue include high blood pressure, heart disease, diabetes, anxiety, and depression.

Ultimately, the greatest risk from fatigue is death.

Everyone has the right and responsibility to stop work if they believe it is unsafe to continue.

Be the CONTROL not the HAZARD

- 1. 8 hours good quality sleep every night**
 - Go to bed and wake up at the same time every day to establish a sleep pattern.
 - Sleep in a dark, cool, quiet environment.
 - Have a going to sleep routine that you do each night before going to sleep.
 - Avoid caffeine, alcohol and heavy foods in the hours before going to sleep.
 - Turn off phone, TV and other electronic devices at least 1 hour before bedtime.
- 2. Fuel your body with the right things**
 - Eat healthy foods in the right portions at regular times to give you energy.
 - Eat foods with low Glycemic Index (GI) like brown rice, apples, bananas, carrots, sweet potato, natural yoghurt, eggs, fish.
 - Drink plenty of water.
 - Avoid excessive caffeine, sugary drinks, fatty foods and alcohol.
- 3. Be active**
 - Be active every day with walks, stretches and regular exercise.
 - Every extra movement helps you stay fit and fatigue free.
- 4. Follow workplace fatigue management guidelines**
 - **DO NOT DRIVE OR OPERATE EQUIPMENT WHEN FATIGUED**
 - Work your rostered shift. Only do overtime/extra hours if approved and risk assessed against fatigue. Travel time must also be considered.
 - Take regular breaks.
 - Ensure workspace is well lit, ventilated and suitable for the task. Use ergonomic tools, workbench, desk, seats, etc.
 - Wear PPE to protect against noise.
 - Rotate tasks if doing strenuous or boring activities. Do high fatigue activities in the middle of your shift.

FOR MORE INFORMATION:

For more information visit:

<http://newotmlhome/TeamSites/imsd/Safety%20Week%202019/Fatigue.aspx>





Take regular rest breaks (Especially when driving)



Go for a short walk in rest break or when on phone



Sip water regularly



Rest and recover



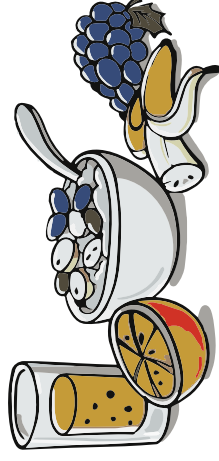
Do regular exercise



Get plenty of sleep



Reduce Alcohol intake before bed



Eat Healthy (Low GI)



If you need help with stress or lifestyle issues, talk to your supervisor, doctor or a friend



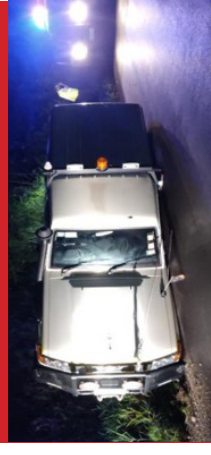
Reduce Caffeine intake before bed

SIGNS OF FATIGUE

- Tiredness, yawning
- Reduced hand-eye coordination
- Slow reflexes / reaction time
- Can't concentrate
- Blurred vision, heavy eyelids, eye rubbing
- No energy
- Mood swings
- Microsleeps

If you or someone else show 3 or more of these symptoms in a 15-minute period – report to your supervisor immediately.

REMEMBER



Fatigue kills

OPERATOR / EMPLOYEE

- Am I eating healthy and staying hydrated?
- Am I doing regular exercises and staying physically fit?
- Am I getting good quality sleep before work especially when driving?
- Am I taking a 10-minute break or rest stop every two hours?
- Am I using time off from work to recuperate in order to be fit and able for the next shift?
- Am I participating in educating and training in order to gain an understanding of fatigue?
- Am I avoiding behaviours and practices that contribute to fatigue and that could place myself and others at risk?
- Am I reporting fatigue symptoms from myself and others to my manager or supervisor?
- Am I adhering to camp/residential rules?
- Am I aware and can I recognise signs of fatigue that could place health, safety and well being of myself and others at risk?
- Am I aware of OTML's "Fit for Work" policy?

SUPERVISORS / SUPERINTENDENTS

- Is the company's "Fit for Work" Policy been communicated to all personnel?
- Are all personnel taking adequate breaks?
- Is information and training on fatigue management provided to personnel?
- Where travel time is an issue, is consideration given to alternative options of face-to-face meetings e.g. tele-conferencing?
- Have I ensured alternative transport at end of overtime/long shift?
- Am I ensuring that workplace environments are conducive to minimize fatigue, e.g., well-lit, ventilated, chemical and noise exposure controlled, job design and workstations are ergonomically safe?
- Have I reviewed incidents, near misses, illness and other data such as absenteeism and staff turnover rates reviewed to see if they could be attributed to fatigue?
- As a Supervisor/Superintendent, have I undergone training in fatigue identification and management?
- Are all personnel aware and encouraged to use the Employee Assistance Program to talk with qualified counsellors about personal issues that may affect their work?

MANAGERS / GMS

- Are training systems in place to provide information and training on fatigue management?
- Are processes in place that enable the reporting and review of incidents, near misses, illnesses and other data, e.g. absenteeism and staff turnover rates, to see if fatigue could be a factor?
- Is alternative transport provided at end of overtime/long shift?
- Workload patterns, and rostering arrangements are designed and monitored to ensure employees are fit for work?
- Are work arrangements that provide incentives to work excessive hours eliminated/reduced?
- Is the Fit for Work Policy and OTML Fatigue Management Standard in place and accessible to all?
- Work place is set up and designed to minimize fatigue, e.g. well-lit, ventilated, chemical and noise exposure controlled, job design and work stations are ergonomically safe?
- Employee Assistance Program is in place with qualified counsellors and accessible to all employees