

FATIGUE MANAGEMENT POLICY

Insert Your Company recognizes their responsibility to protect their employees, the public and the environment from any unsafe work practices and incidents. To be able to do this, all employees, in particular drivers and operators of mobile equipment, must be in a fit state for work when presenting for duty and not be impaired by fatigue.

Insert Your Company understands that fatigue can play a significant role in the incidence of workplace injury, and specifically road accidents. Our policy on fatigue aims to protect our employees from being required to work in a fatigued state and therefore reduce the possibility of accident or injury.



SAMPLE

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- Encouragement of employees to have quality rest both at home and during extended trips where breaks are required to be taken.
- Customer consultation with delivery expectations and adequate notice including emergency calls.
- Maintaining open lines of communication between management and employees.
- Encouraging feedback from all employees relating to fatigue.
- Supporting information and procedures.
- Ongoing fatigue management training.
- Monitoring employee performance.
- Ensuring fatigue management policies are included in induction programs.

Insert Your Company employees are responsible and accountable for ensuring that they:

- Understand the legislative requirements regarding fatigue management.
- Plan their work loads and journey and know when their rest breaks are due.
- Maintain accurate records in work diaries.
- Report potential and actual breaches of the fatigue management requirements on a timely basis.
- Work with management to resolve fatigue management issues.

As fatigue is widely considered a high-risk hazard, these policies are to be supported throughout the entire organization.

Manager

Reviewed **Insert Your Company**