

## Fatigue Risk Assessment Checklist

### **Mental and Physical Demands of Work**

- Do jobs involve repetitive or monotonous work, eg haul-truck driving?
- Is the work physically demanding?
- Is there time pressure due to a heavy workload?
- Is work fast paced?
- Is work intensive?
- Can employees/workers vary work pace or work tasks as desired?
- Have employees/workers been consulted regarding work tasks or how to carry them out?
- Is high vigilance and/or concentration required?
- Are there different demands that can be difficult to combine?
- Are complex, difficult or strenuous tasks required at the end of shifts or shift cycles?

### **Adverse Working Conditions**

- Do adverse working conditions exist, eg exposure to:
  - Noise?
  - Heat?
  - Cold?
  - Dust?
  - Hazardous substances?
- Is there significant exposure to hazardous chemicals, dust and noise? (Note that exposure standards may need to be adjusted.)

### **Stress**

- Do jobs involve high demand, but low control?
- Are there poor social relations at work, eg bullying?
- Is there low social support from peers and supervisors at work?
- Is there low recognition for the effort involved in the work?

### **Excessive Commuting Times Necessary**

- Is significant travel to and from work necessary each day so that time for adequate sleep is reduced?
- Are long-distance commutes necessary at the beginning of a work cycle?

### **Work Scheduling and Planning**

#### **Changes to rosters**

- Do employees/workers get sufficient notice of roster changes?
- Is fatigue management taken into account in roster changes?

#### **Shift start/finish times**

- Do any shifts start or finish between 10pm and 6am?
- Are split shifts required or offered?
- Are complex, difficult or strenuous tasks required at the start or end of such shifts?

#### **Night shifts, including number of consecutive night shifts**

- Are too many consecutive night shifts worked?
- Is more than eight hours work required over night shift?
- Are more than four consecutive 12-hour night shifts worked?
- Are more than five consecutive 10-hour night shifts worked?
- Are more than six consecutive 8-hour night shifts worked?
- Are tasks requiring sustained physical or mental effort undertaken on night shift?
- Are complex physical or mental tasks undertaken on night shift?

#### **Short breaks between or within work shifts**

- Is there enough time between work shifts to allow for adequate sleep?
  - Enough time in a break for five hours uninterrupted sleep in 24 hours (only for one night); AND
  - Enough time in breaks for 12 hours of sleep in 48 hours and at least six hours in 24 hours; AND
  - Enough time in breaks for 50 hours sleep in seven days?
- Is the break between shifts less than 10 hours?
- Are there at least two consecutive night time sleep opportunities (48 hours) every seven days?
- Are breaks within shifts long enough and frequent enough to allow employees/workers to rest, refresh and nourish themselves?

#### **Long hours of work across a roster cycle**

- Does one shift involve more than 12 hours in a day (including call outs)? This includes travel time, especially for remote sites
- Do hours of active work (total time spent at work including overtime) exceed 48 hours in any seven days, or 624 hours over a three-month (13 week) period?
- Are there irregular and unplanned schedules as a result of call outs?
- Is the working day or working week extended beyond 12 hours in a single day, 48 hours in any seven days, or 624 hours over a three-month (13 week) period as a result of call outs?

#### **Long hours because of on-call duties**

- Are there irregular and unplanned schedules as a result of call outs?
- Is the working day or working week extended beyond 12 hours in a single day, 48 hours in any seven days, or 624 hours over a three-month (13 week) period as a result of call outs?

#### **Individual and Non-Work Factors**

- To what extent is there evidence of problems as a result of:
  - Family commitments?
  - Insufficient quality sleep?
  - Sleeping disorders?
  - Psychological issues?
  - Alcohol and drug use?
  - Second job/non-paid work?

Adapted from:

[http://www.dpi.nsw.gov.au/\\_data/assets/pdf\\_file/0017/30280/4/Guide-to-the-Development-of-a-Fatigue-Management-Plan-Amended-17-6-10.pdf](http://www.dpi.nsw.gov.au/_data/assets/pdf_file/0017/30280/4/Guide-to-the-Development-of-a-Fatigue-Management-Plan-Amended-17-6-10.pdf)