



FATIGUE MANAGEMENT POLICY

PURPOSE

Zeal Pty Ltd (the 'company') has issued the policy to ensure that adequate information and resources are provided to individuals to perform assessments in relation to fatigue and apply appropriate control measures to manage fatigue.

SCOPE

This procedure applies to all personnel, including contractors, engaged or visiting the company's workplaces.

RELATED DOCUMENTS/REFERENCES

Occupational Health and Safety Act 1984. Worksafe WA. Occupational Safety and Health Regulations 1988 (www.safetyline.wa.gov.au). Working Safely in Hot Weather (Construction Industry) Worksafe WA.

RESPONSIBILITIES

Employers have a duty of care, under the Occupational Health and Safety Act, 1984, to provide information, instruction, training and supervision so that employees are not exposed to hazards. This applies to all aspects of work, including working in hot environments. Therefore, it is the responsibility of all supervisors to ensure they understand and apply this policy.

The Managing Director is responsible for authorizing this procedure and the revisions. The HSE Manager is responsible for updating this procedure and reviewing the effectiveness of Working in Hot Weather.

The Project Manager or nominated Supervisor is responsible for ensuring this procedure is utilised on Site and all personnel trained in its use.

The Safety Advisor is responsible for measuring the performance of the developed procedure on site and assisting in its implementation.

Employees are to ensure they follow the steps detailed in the Fatigue Management Procedure.

PREAMBLE

As competition and demands of the workplace increase, we find ourselves having to travel longer distances and work longer hours to remain competitive within the construction industry. It is therefore necessary that we account for fatigue as a major hazard for any worker from the time they leave home to the time they walk in the door at the end of each day.

CONTRIBUTING FACTORS

There are seven main factors involved;

Travel time to and from the workplace, from the time we leave home and return. Lack of effective rest periods. Physical and mental activity. Work environment, including weather. Shift rotation, including night work. Diet. Effects of equipment, for example vibration of machinery or specialist clothing.

All these factors should be considered jointly when assessing risk. Using a single factor, such as physical activity, should not be used in isolation when considering fatigue.

People who are medically unfit and on certain medications, overweight, suffer from heart disease, have abused alcohol, consumed caffeine products and certain drugs may be more susceptible to fatigue. Employees who have are on medication must inform their immediate supervisor.

SAFETY SYSTEMS OF WORK

Safe systems of work should be set up to prevent fatigue related incidents and injuries occurring. This is best achieved in consultation between the employer and employees. The sections below describes ways this may be achieved.

Work Organisations

Identify travelling time to and from work. In addition to hours worked this must never exceed 14 hours. If this occurs alternate accommodation should be sought. Where possible this should be done before an individual is employed and agreed outcomes put into place. In certain cases, the company may reimburse individuals for temporary accommodation. The company reserves the right to refuse employment to any individual who does not comply with this requirement. Reorganize work so that more physical work is done in cooler parts of the day, for example, early morning. Consider split shift arrangements, for example, have a break from work during the hottest part of the day. Consider reducing physical demands, for example use mechanical aids. Alternate periods of work or job rotation Organise systems for employees to report fatigue-related discomfort.

Work Environment

Work in shaded areas, erect temporary shelter where possible. Increase air movement, for example, use extraction and ventilation equipment where appropriate. Provide breaks in cooler areas during hot periods.

Amenities

Provide ready access to cool drinking water. Provide facilities for meal breaks not at the work face, for example air-conditioned crib hut.

Health of Employees

Some employees have health conditions which may reduce their tolerance to fatigue. In such cases, advice from their doctor should be considered by employees.

Promote Good Behaviour

Apply drug and alcohol policies. Encourage healthy eating. Reward efforts, for example rostered days off with the Employer.

GENERAL

The Employer may unilaterally vary, remove or replace this Policy at any time. To the extent that this Policy imposes any obligations on the Employer and/or purports to provide any right or benefit to you, those obligations are not contractual and do not give rise to any contractual rights. The Employee is required to be familiar with the content of the Policy and comply with the terms at all times.