

TOOL TYPE **CHECKLIST**

GEOGRAPHY **ALL**

SOURCE:

WORKSAFE

VICTORIA

## **FATIGUE HAZARDS IDENTIFICATION CHECKLIST**

### **BENEFITS**

Worker fatigue poses a safety hazard because exhausted workers may have slowed reaction times or exercise poor judgment and thus cause safety incidents. So it's important to take steps to address fatigue if it's an issue in your workplace. To determine whether it is or could be an issue for your workers, you should identify factors that can cause or contribute to worker fatigue.

### **HOW TO USE THE TOOL**

Complete this checklist to identify work-related factors that can contribute to fatigue. If you answer yes to any of the questions in the shaded areas, conduct an assessment of those fatigue risks. And if you answer yes three or more times to questions in the non-shaded areas, you should also assess fatigue risks and implement appropriate safety measures.

### **OTHER RESOURCES:**

[Implement a Fatigue Risk Management System](#)

[Model Fatigue Management Policy](#)

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**Always consult your legal counsel and management before implementing any new policies or procedures.**

# FATIGUE HAZARDS IDENTIFICATION CHECKLIST

|  | YES | NO | COMMENTS |
|--|-----|----|----------|
| <b>Mental and physical work demands</b>  |     |    |          |
| Does anyone undertake work that's physically demanding?<br>For example, tasks that are especially tiring and/or repetitive such as bricklaying, typing, process work, moving bags of cement, felling trees   |     |    |          |
| Does anyone undertake work that's mentally demanding?<br>For example, work that requires long periods of vigilance, work that requires continuous concentration and minimal stimulation, work performed under pressure, work to tight deadlines, emergency callouts, interacting/dealing with the public |     |    |          |
| <b>Work scheduling and planning</b>  |     |    |          |
| Does anyone consistently work or travel between midnight and 6am?  |     |    |          |
| Does the work schedule prevent full-time workers having at least one day off per week?   |     |    |          |
| Does the work schedule make it difficult for workers to consistently have at least two consecutive nights sleep per week?  |     |    |          |
| Do work practices include on-call work, call-backs and/or sleepovers?  |     |    |          |
| Do planned work schedules vary from those actually worked?   |     |    |          |
| Does the work schedule involve rotating shifts?  |     |    |          |
| Does anyone travel more than one hour to their job?  |     |    |          |
| <b>Working time</b>  |     |    |          |
| Does anyone regularly work in excess of 12 hours a day including overtime?   |     |    |          |
| Is the break between shifts less than 10 hours?<br>For example, split shifts, quick shift changeovers.   |     |    |          |

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|  |  |  |  |
|--|--|--|--|
| Is work performed at low body clock times (between 2am and 6am)?                         |  |  |  |
| <b>Environmental conditions</b>  |  |  |  |
| Does anyone perform work in harsh or uncomfortable conditions (e.g. hot, humid or cold)? |  |  |  |
| Does anyone work with plant or machinery that vibrates?                                  |  |  |  |
| Is anyone exposed to hazardous substances?   |  |  |  |
| Is anyone consistently exposed to loud noise?  |  |  |  |

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