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**Fatigue**

17/1/22

### What do we think fatigue is?

Fatigue is more than feeling tired and drowsy. It is a state of mental and/or physical exhaustion, which reduces a person's ability to perform work safely and effectively. It can occur because of prolonged mental or physical activity, sleep loss and/or disruption of the internal body clock.



### What can cause fatigue?

Fatigue can be caused by factors, which may be work related, non-work related or a combination of both and can accumulate over time

### What are signs of fatigue?

- Excessive yawning or falling asleep at work
- Short-term memory problems and an inability to concentrate
- Noticeable reduced capacity to engage in effective communication
- Impaired decision-making and judgement
- Reduced hand-eye coordination or slow reflexes
- Changes in behaviour like late for work or unplanned absence
- Feeling drowsy, headaches, dizziness, blurred vision

### What do we all need to do?

Utilise breaks provided within and between shifts to rest and recuperate. Make sure we take regular, quality, rest breaks in our working day.

Recognise signs of sleep deprivation and/or fatigue and the impact on others and ourselves.

**It is your responsibility to report to your supervisor if you think you are suffering from fatigue and you think it may be affecting wellbeing and workplace safety.**

### Sleep

Adequate, good quality sleep is essential to maintain and restore full physical and mental functioning. It is the only way to recover from fatigue.

People generally need between seven and a half and nine hours of sleep a night to maintain health and alertness.

#### If it is hard to get good-quality sleep, try:

- Keeping a regular sleep schedule by going to sleep and waking up at the same time daily;
- Sleeping in a dark room;
- Avoiding using electronics directly before sleep;
- Eliminating noise;
- Not eating large meals directly before sleep;
- Exercising regularly;
- Changing to a different bed.
- Look at sleep-specific websites for more advice. If that does not work, talk to your GP or consult a sleep expert.

**Take breaks during and between shifts:** Use this rest and recovery time appropriately to restore energy and alertness.

**Nutrition:** Eat a balanced diet, particularly foods that provide a steady release of energy throughout the day (e.g. whole grains). Drink sufficient amounts of water.

**Stimulants:** Coffee and nicotine provide only short-term relief from the effects of fatigue. When the stimulants wear off, there is usually a 'crash' and poor-quality sleep may result. Drugs and prescription medications should not be used as a substitute for getting adequate rest.

**Work/life balance:** Have a life outside of work and 'switch off' after work hours. Continue any personal hobbies (i.e. sports, social group meet-ups etc.)

**Exercise** is an important factor in shift work and should be encouraged outside of the workplace.

- If workers are expected to stay back beyond the normal shift, then the worker needs to be managed under close supervision as well as provision made to transport the worker to their residence and adjusting the start of his next shift to allow for suitable rest.

**For further information refer to the Link Alliance Fatigue Management Procedure CRL-SYW- HSE-LKAPRO-800024**

#### Important to Note: Work and Rest Periods for the Link Alliance

- Workers on 12-hour shifts must have 1 full day off after their roster cycle where shifts do not change from day to night.
- At the end of a night shift roster cycle, a 36hr break must be taken before starting the next shift (i.e. 2 nights normal sleep).
- When 5-night shifts are worked consecutively it must be followed by a minimum 36-hour break before starting the next rostered shift.
- When 7-night shifts are worked consecutively it must be followed by a minimum 60-hour

- break before starting the next rostered shift.
- No more than 7 nights shifts should be worked consecutively.
  - All allocated rest breaks as provided for in employment agreement to be taken

A risk management approach will be adopted when assessing work related fatigue by using the fatigue risk assessment form [CRL-SYW-HSE-LKA-FRM-800073](#)

## 2 What are you required to do?

- Present toolbox topic at the toolbox in each work area
- Discuss the below points in the toolbox
- Ensure everyone signs the attendance register
- Review site tasks, the controls that are in place & the PPE being used

## 3 Discussion to have within the team

- What are some signs of fatigue?
- What is the maximum shift length? Or total hours a person may work in a 3 week period?
- What is the minimum rest time between shifts?

## 4 Where can you get extra information and support?

- Link Alliance Health and Safety Team
- For further information refer to the Link Alliance Fatigue Management Procedure
- CRL- SYW-HSE-LKA-PRO-800024

## 5 Last week's incidents

Date	Location	Incident Type	Classification	Event Detail	Outcome / Action	Root Cause (s)
6/1/22	Aotea	Injury	FAI	Pinched skin on palm of hand lowering reo cage.	Stopped work, reported to supervisor. Sought first aid treatment.	
10/1/22	Tunnels	Injury	FAI	Lower back sprain during tunnel service pipe removal.	Worker informed H/S. Applied restricted movement for the remaining duration of the shift.	
10/1/22	Aotea	Near Miss	Unsafe conditions	A lift took place with a partially secured shackle	Crane crew notified of partially done shackle. Pictures taken.	No double checking of rigging

## Tool Box Talk

	12/1/2	Tunnels	Report only	Unsafe behaviour	Unauthorised use of a forklift on site	Due to the forklift being operated by an unauthorized operator/contractor the work was stopped immediately	
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### 6 Additional topics / Alerts discussed

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### 7 Questions and feedback (Open to floor)

- *Space for the person giving the talk to record any questions or feedback*

### 8 Close

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### Next Toolbox Meeting

<b>Date(s):</b>		<b>Time(s):</b>	
<b>Location:</b>			

### Distribution

Project Manager

Supervisor

H&S Team

Site information board

## Record of attendance

### Register

Name	Company	Site induction number