

Situation

Individual...

- Has on call duties
- Is returning to work after a long absence
- Is amending work hours as part of reasonable adjustments
- Is likely to or has worked more than their normal contracted hours
- (or their manager) has asked for a fatigue management plan to be created
- Has a fatigue related condition that has been identified by occupational health

Individual has exceeded or is about to exceed:

- More than 60hrs in 7 rolling days
- More than 72hrs in 7 rolling days

Mandatory controls listed in the standard must be put in place immediately if one of the above are exceeded. Fatigue assessments for these should never indicate a low likelihood of fatigue.

Individual has exceeded or is about to exceed:

- 14hrs or more door to door
- Less than 12hrs rest between shifts/working days
- More than 12hrs in one shift/working day
- Worked more than 13 day or nights in 14 rolling days
- Day time fatigue score (FRI) of 35 or more
- Night time fatigue score (FRI) of 45 or more
- Risk score (FRI) of 1.6 or more

When:

- A fatigue assessment is needed to support a risk assessment or investigation
- There is a concern that an individual is not alert enough to work safely or accurately (including if an individual raises the concern themselves)

When:

- Flexible or compressed working hours have been requested
- Agile working practices are being adopted

Assessment of fatigue risk

Yes

Does Manager/responsible person think a fatigue management plan is needed?

No*

Medium

Complete a fatigue Assessment*

High

Low

Action to be taken and by who

Responsible manager/person and individual/team work together to create fatigue management plan(s). This needs to be reviewed regularly (at least every 12 months) and kept for at least 3 years.

Self-monitor for symptoms of fatigue.

Put measures in place to mitigate risk, that are appropriate for the situation and type of work the individual is doing. For example, 15 minute nap (if possible). Consider strategic use of caffeine.

Explain why a fatigue management plan is not needed on the fatigue assessment form. Self-monitor for symptoms of fatigue, nap if possible and consider strategic use of caffeine. Organise supervisory checks. Plan for possible task reassignment depending on length of duty remaining, and involvement in safety critical tasks.

Alertness has reduced to a level where the individual should not perform safety critical duties, including driving. They are not fit for duty and arrangements should be made to ensure a safe means of transport to either home address or suitable accommodation.

Responsible manager/person and individual/team work together to create fatigue management plan(s) to avoid this happening again. This needs to be reviewed regularly (at least every 12 months) and kept for at least 3 years.

Check other sources of information for risk before individual works as planned.

Line manager and individual need to have a fatigue conversation.

*Exceedances of 60 hours, 72 hours or 14 hours door to door will always require a fatigue management plan, regardless of the result of the fatigue assessment.