



Title	Fatigue management in emergency responses	Version	01
Policy no.	O-057	Effective date	04/02/2009
Authorised by	Executive Director, Agriculture, Biosecurity & Mine Safety	Authorisation date	04/02/2009

1. OVERVIEW

This policy outlines fatigue management for emergency management responses.

2. BACKGROUND

Fatigue is caused by physical, mental and emotional load and affects a person's health, increases the chance of workplace injuries occurring, and reduces performance and productivity within the workplace.

Some of the factors contributing to fatigue include:

- Mental and physical demands of work;
- Work scheduling and planning;
- Working time;
- Environmental conditions; and
- Individual factors.

The nature of emergency responses often increases the risk of fatigue in response personnel and also in those staff backfilling for response personnel.

In order to address and reduce the risk of fatigue in the workplace the various factors contributing to fatigue need to be managed. Fatigue is required to be managed under NSW occupational health and safety laws.

3. SCOPE

This policy is required to be used for all emergency responses for all personnel involved, including contractors.

4. POLICY

Emergency management and response personnel are to use a risk management approach to manage fatigue.

Fatigue will be factored in to the emergency management occupational health and safety management system and linked into other emergency management risk management strategies.

Each emergency response has its own characteristics, and these circumstances should be assessed to determine the best way to improve fatigue management. This is achieved through a staged process that includes identifying potential hazards, assessing the severity, consequences and likelihood of those hazards, and selecting and implementing risk control measures.

The WorkCover NSW guide *Fatigue – Prevention in the workplace* is to be used as a guideline to manage emergency management fatigue risk. It provides information and advice about fatigue including its causes and effects and about a risk management approach to fatigue, including:

- Consultation
- Identifying if fatigue is a hazard
- Interaction with other hazards
- Assessing fatigue risks
- Controlling fatigue risks
- Training and information
- Monitoring and review

A Fatigue Management Plan will be developed to implement fatigue management into the emergency management OHS system.

5. PROCEDURES

- NSW DPI OHS procedures

6. DEFINITIONS

Fatigue: Acute and/or ongoing state of tiredness that leads to mental or physical exhaustion and prevents people from functioning within normal boundaries.

7. RELATED LEGISLATION

- [Occupational Health and Safety Act 2000 \(NSW\)](#)
- [Occupational Health and Safety Regulation 2001 \(NSW\)](#)

8. RELATED POLICIES

- A-068 Safe driving (motor vehicles)
- A-038 Occupational health & safety
- A-063 OHS risk management
- A-060 Drugs and alcohol

9. RELATED DELEGATIONS

Nil

10. RELATED DOCUMENTS

- [Fatigue - Prevention in the workplace, Edition No 1, June 2008, WorkCover NSW](#)
- Australian/New Zealand Standard AS/NZS 4804:2001 Occupational Health and Safety Management Systems
- Australian/New Zealand Standard AS/NZS 4360:2004 Risk Management

11. REVISION HISTORY

Version	Date
1	04/02/2009

12. DATE OF NEXT REVIEW

1 February 2010

13. CONTACT OFFICER

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