

## FATIGUE MANAGEMENT POLICY STATEMENT

The management of fatigue is an integral part of our organisation's "Occupational Health and Safety" Policy and is a shared responsibility between Ryan Wilks, all its employees and persons conducting a business or undertaking on a Ryan Wilks project or premises.

Ryan Wilks is responsible for providing safe systems of work and all personnel share in the responsibility to minimise and manage the adverse effects of work related fatigue.

### Objective

The objective of this Policy is to:

- ensure a safe and healthy working environment free of work-related injury or illness,
- minimise the risks of persons presenting for work or conducting work while impaired,
- establish appropriate steps to manage persons who are affected by fatigue; and encourage persons affected by fatigue to seek assistance.

### Scope

This Policy and supporting procedure apply to everyone working at, or attending a Ryan Wilks workplace. All persons shall comply with this Policy and procedure to ensure they maintain the capacity to safely perform work.

### Interpretation

Fatigue related impairment is considered an identifiable workplace hazard. Like any hazard, the control measures for managing fatigue risks are based on sound principles. The most effective means to manage fatigue is to have adequate restorative sleep.

A person's fitness for duty may be compromised by:

- spending long periods of time awake,
- inadequate or insufficient quality of sleep over an extended period,
- the type of work performed and work environment,
- workload, length of the shift and previous shifts worked,
- the time of day or night worked,
- the time taken to travel to and from work,
- circadian rhythms,
- consumption of alcohol,
- the use of drugs (prescription, non-prescription, illicit or other),
- their general level of fitness and/or medical condition; and stress.

In implementing this Policy Ryan Wilks will:

- require everyone on site to be fit for duty and perform their duties without imposing risks to the health and safety of themselves, others or to the safety of plant,
- prevent or minimise the effects caused by a fatigue related incident; and,
- maintain the privacy and confidentiality of those participating in fatigue management programs.

### **Supporting Procedures**

The procedures that support this Policy:

- Risk assessments are conducted prior to commencement of work to identify potential hazards relating to fatigue and detailing control measures to minimise these hazards,
- "Fatigue Prevention in the Workplace publication issued by Workcover NSW and Worksafe Victoria Ref WC05581" can be used as a guideline to complete the risk assessments,
- Includes education programs, information on fatigue and associated issues; and requires the provision of informal referral processes and appropriate counselling services to manage fatigue.

### **Responsibility**

Employees at all levels within Ryan Wilks are responsible for implementation of this policy.

Ryan Wilks is responsible for establishing and maintaining a fatigue management framework to ensure that personnel are fit for duty.

Employees, contractors and other personnel are responsible for ensuring they are fit for duty by complying with this Policy and the procedure.

Ultimately to successfully control the risks associated with fatigue in the workplace it is up to each individual to recognise the symptoms of fatigue obtain adequate sleep and ensure they and others affected by fatigue seek assistance.

This policy will be formally reviewed again May 2027



Ron Ryan

General Manager

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