

# Company Policy-Pol 3019

## Fatigue Knowledge & Awareness

March 2019

### PURPOSE:

The Fatigue Knowledge and Awareness Policy is an important element ensuring the health and safety of our people and supports CITO's safety first approach.

### SCOPE:

This policy applies as a pre-requisite to all heavy vehicle driving activities of CITO Transport Group, including the scheduling of drivers.

### OBJECTIVES:

This policy aims to:

1. Ensure Branch Managers, Transport Managers and Schedulers are aware of the cause and affect of fatigue on the human body,
2. Ensure Heavy Vehicle Drivers under CITO's care regardless of the system they operate under, Standard Fatigue (SFM), Basic Fatigue Management (BFM) or Advanced Fatigue Management (AFM) understand their obligations,

### POLICY:

- Fatigue us an ever-present possibility in our industry. CITO Transport does not expect drivers to drive when they are fatigued.
- If drivers feel fatigued during a trip and they need to make an unscheduled stop for rest that will affect the ETA, they must contact management immediately advising they will be taking a break.

- Fatigue is the main cause of serious accidents in the Transport Industry. Fatigue and Sleepiness is the result of natural body functions called Circadian Rhythms and the effect of accumulated sleep Debt
- Sleep Debt can be caused by several factors including, excessive work hours, inadequate time allowed for proper recovery, poor quality sleep and certain medical conditions.
- CITO Transport expects that their drivers will acknowledge and understand when they are fatigued. Fatigue can result in reduced performance and alertness with encountered hazards and reaction to situations slowed or inappropriate where the driver is fatigued.
- CITO Transport believe that it is unacceptable to be fatigued and nod at the wheel. This is an unacceptable situation for our company given that it may result in sever injury to the driver concerned or other people on the road.
- CITO Transport insist that if drivers feel tired, they must pull over and have a sleep to recover. This decision will always be fully supported by the Company.
- CITO Transport have made their drivers aware of the signs of fatigue including yawning, heaviness in the eyes, dimmed vision, pressure in the head and temples, thirst and hunger, painful bottom/stiffness/cramps, sweating hands, twitching, irritability, impatience, day dreaming, wandering thoughts, vehicle wandering in lane and the inability to maintain a constant speed.

- CITO Transport are committed to applying the legislation in relation to the Fatigue Management Strategies and will ensure that all drivers and appropriate office staff are properly accredited.
- CITO Transport's Operations Manager will keep record of drivers working and driving hours to ensure that fatigue management factors are monitored. Drivers will be required to keep adequate records which will be audited both internally and externally for compliance with the Fatigue Management Regulations.

## **RESPONSIBILITIES:**

### **Senior Management:**

Senior Management is responsible for:

- the allocation of responsibilities and funding to facilitate this policy;
- approval of training providers.

### **Depot Managers:**

Managers and Supervisors are responsible for:

- ensuring all schedulers and their management, and drivers under CITO's Std Fatigue Management undertake their fatigue training as required;