

**BEFORE THE TALK**

**PREPARATION TIPS**

- 1 Print Attendance Sheet to pass around.
- 2 Be prepared to discuss fatigue hazards specific to the group and the jobs they do.
- 3 Discuss ways the company helps employees reduce fatigue.

**NOTES**

---

---

---

---

---

---

---

---

**AFTER THE TALK**

**CHECKLIST**

- Provided follow-up to workers who did poorly on quiz  
Date: \_\_\_\_\_
- Observed workers  
Date: \_\_\_\_\_
- Refresher training  
Date: \_\_\_\_\_
- Other (describe)

---

---

---

---

---

---

---

---

---

---

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Location: \_\_\_\_\_

Meeting conducted by: \_\_\_\_\_

**MEETING WAS ATTENDED BY:** Each participant is to sign below, for record kept on file.

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Answers to Quiz: 1. False, 2. True, 3. C, 4. False

# Fatigue at Work – A Safety Nightmare in the Making

## What's at Stake?

Fatigue is the state of feeling very tired, weary or sleepy. It results from not getting enough sleep, shiftwork, prolonged mental or physical work, or extended periods of stress or anxiety. Fatigue impacts work performance and safety and can cause health problems. In the most extreme cases, fatigue has been linked to environmental disasters, plane and train crashes, nuclear disasters and the explosion of the Challenger space shuttle.

## What's the Danger?

The risk of making mistakes at work increases dramatically if workers sleep for less than seven to eight hours, or are awake for more than 17 consecutive hours.

- Fatigue reduces your ability to make decisions and to do complex planning. Communication skills and your ability to respond to and remember directions and recall details also suffer.
- Fatigue slows your reaction time, and your ability to respond to changes in surroundings or information provided. It also shortens your attention span, especially during boring or mundane tasks.
- Fatigue lowers your productivity and performance and your ability to handle stress. It makes it hard to stay awake, increases forgetfulness and increases errors in judgment.

Experiencing one or more of these factors can make you dangerous to work with, because it increases the chances for incidents and injuries.

## How to Protect Yourself

One of the most important ways to protect against fatigue is to get enough rest. For most people that means seven to eight hours of sleep per night.

Try these tips for getting a good night's sleep:

- Go to bed and get up at the same time every day, even on weekends.
- Don't eat too close to bedtime, as doing so can cause heartburn and just generally make it hard to fall asleep. Do eat a balanced diet of fruits, veggies, healthy fats, proteins and whole grains.
- Turn off your cell phone or tablet at least one hour before you go to sleep and don't watch TV in bed.
- Exercise regularly, but not too close to bed time.

Exercising an hour or so before bed can make it hard to fall asleep.

- Avoid caffeine, tobacco and alcohol before bed as well. Stay away from foods and drinks that contain caffeine for at least five hours before bedtime.
- Keep your room dark and cool. Most of us sleep better in a cooler room.
- If you can't sleep, get up and go into another room and read or perform some other quiet activity that doesn't involve staring at a screen until you feel sleepy.

At work, remember these fatigue-triggering factors and try to avoid them:

- Dim lighting.
- High temperatures, high noise, and high comfort, such as sitting for long periods in a very comfortable chair.
- Repetitive, long, boring and monotonous tasks.

If you can, take breaks or break up tasks and keep the lights bright. Eat light, healthy snacks throughout your shift instead of heavy, fatty snacks. If you're driving, be sure to take breaks at least every few hours and change drivers if you can.

## Final Word

*Fatigue at work doesn't have to turn into a nightmare of injuries and accidents. Take care of yourself by getting enough sleep, eating right and knowing the factors that trigger fatigue.*

## TEST YOUR KNOWLEDGE

1. A big meal right before bed will help you sleep soundly.  
 True  False
2. A comfortable chair and monotonous work is a good combination for fatigue.  
 True  False
3. Avoid caffeine at least how many hours before bed?
  - a. Two
  - b. Three
  - c. Five
  - d. Seven
4. Seven to eight hours of sleep is too much sleep for most people.  
 True  False

## What Would You Do?

You know you've got a week of long shifts ahead of you, involving repetitive work. What are some things you can do during your shift to help ward off fatigue?

---



---



---



---



---



---



---



---



---



---

## Meeting materials to go:

Safety meeting materials such as presentation tips, PowerPoint presentations, quiz answers and more are downloadable at [www.SafetyNow.com](http://www.SafetyNow.com)