



Fatigue Management Standard

1.0 PURPOSE

This standard supports the workplace Safety, Environment and Security Management Policy and specifies requirements for hours of service at SaskPower.

2.0 DEFINITIONS

2.1 Hours of Service

For the purposes of fatigue management control, hours of service means the continuous or cumulative time for which an employee is working within a specified time period.

3.0 METHOD / PRACTICE

- Each Division shall identify if a fatigue management procedure is required.
- If a procedure is required, the Division shall develop, implement and maintain a documented procedure to manage the hours of service that employees are working.
- The procedure is to be monitored for effectiveness and suitability for ensuring the health and safety of employees.
- Employees are required to:
 - Report to their supervisor any onset of fatigue symptoms.
 - Consider the nature of their activities during periods of rest that may affect their ability to accept work assignments.
 - Monitor their work hours and report instances where accepting further work will exceed their limits.
 - Advise their supervisor of major activities that could require additional resources.
- Activities shall be managed:
 - where additional resources may be required; or
 - in instances that resources are unavailable due to hours of service restrictions.
- Deviation from the procedure will require approval from the Manager prior to starting or continuing the work assignment.
- Should it become necessary to deviate from the procedure, measures aimed at mitigating the risks associated with working extended hours should be considered.
- Steps to mitigate risks associated with working extended hours may include: direct supervision, rest/sleep breaks and a buddy system.

Fatigue management is considered over a 3-day cycle.

DAY 1 - The cycle begins following 14-18 hours of continuous or cumulative work having occurred within a 24 hour period. At this point, a minimum 8 hour continuous break must be taken. A break is time spent resting and does not include travel to depot or work site.

DAY 2 - A maximum of 12 hours can be worked during the second 24 hour period at which point an 8 hour continuous break must be taken. The second 24 hour period commences once the DAY 1 break ends.

Day 3 - A maximum of 12 hours can be worked during the third 24 hour period at which point a 14 hour continuous break must be taken (body-clock reset period) and is to include the period of 23:00-05:00. The third 24 hour period commences once the DAY 2 break ends.

Note: A body-clock reset can occur at any time during the 3-day cycle. When a reset has occurred, the cycle can recommence from Day 1.



Should it become necessary to deviate from the Fatigue Management Control Procedure, measures aimed at mitigating the risks associated with working extended hours should be considered. Steps may include but are not limited to, direct supervision, provisions for rest or sleep breaks, buddy system, etc. Deviation from the FMC Procedure will require approval of management prior to the starting or continuing of a work assignment.

4.0 REFERENCES

- Saskatchewan
 - The Employment Act, Subdivision 2
 - The Commercial Vehicles Hours of Service Regulations
- SaskPower (located on SafetyNet)
 - **Safety, Environment and Security Management Policy**
 - **Shiftwork Standard**
 - **Canada Labour Code**
 - **Transportation Canada**