

LONG DISTANCE TRUCK DRIVER

FATIGUE MANAGEMENT PLANS

What is a driver fatigue management plan (DFMP)?

A DFMP assists in addressing the risks of fatigue arising from the transport of freight **long distance** by means of a **heavy** truck.

Drivers, employers, head carriers, consignors and consignees must prepare a DFMP to ensure their obligations are met under the Occupational Health and Safety Regulation (the Regulation).

What information does the DFMP need to include?

DFMPs must address the following:

- trip schedules and driver rosters
- loading and unloading schedules
- management practices
- work environment and amenities
- training and information provided to drivers about fatigue
- reporting of accidents and mechanical failures.

The table in this brochure provides more detail on what must be included in the DFMP.

Already developed a DFMP?

The table in this brochure will allow you to verify that your DFMP meets your obligations under the Regulation.

Who is responsible for developing a DFMP?

Depending on the employment and contractual status of a driver there may be a number of parties with legal responsibilities to ensure an appropriate DFMP is in place.

Employers must ensure that employed drivers do not transport freight more than 500 kms by means of a heavy truck, with a gross vehicle mass (GVM) over 4.5 tonnes, unless the employer has:

- assessed, and eliminated or controlled, the risk of harm from fatigue
- developed a DFMP in consultation with affected drivers, which is made available to each driver covered by the DFMP.

Head carriers must not enter into a contract with a **self-employed carrier**, for the transport of freight more than 500 kms by means of a heavy truck with a GVM over 4.5 tonnes, unless the head carrier has:

- assessed, and eliminated or controlled, the risk of harm from fatigue arising from their activities
- developed a DFMP, which is made available to each driver covered by the DFMP.

Consignors and **consignees** must not enter into a contract with a self-employed carrier, for the transportation of freight more than 500 kms by means of a heavy truck with a GVM over 4.5 tonnes, unless the **self-employed carrier** has:

- assessed their health and safety under the contract, specifically relating to fatigue

- assessed, and eliminated or controlled, any risk arising from drivers' activities
- developed a DFMP, which is made available to each driver covered by the DFMP.

Consignors and **consignees** have an additional duty to consult with a head carrier, and must be satisfied that the head carrier's drivers are covered by the DFMP.

TRIP SCHEDULING AND ROSTERING	MANAGEMENT PRACTICES		
	Assessing driver suitability	Hazards and incident reporting	Monitoring drivers' health and wellbeing
<p>Evidence that:</p> <ul style="list-style-type: none"> ✓ employees (drivers) are consulted on the DFMP and that ongoing monitoring and review arrangements are in place ✓ drivers are consulted on schedule and roster development ✓ schedules and rosters are developed with consideration being given to the: <ul style="list-style-type: none"> - times required to perform tasks safely - times actually taken to perform tasks - rest periods required to recover from the fatigue effects of work - cumulative effects of fatigue over more than one day - effect of the time of day or night on fatigue - loading and unloading times - queuing practices ✓ procedures are in place for: <ul style="list-style-type: none"> - unexpected road closures and delays, etc - feedback from drivers, consignors and consignees on roster and schedule effectiveness - increased fatigue risk for drivers returning from leave - minimising irregular or unfamiliar work rosters - the use of relief or casual drivers. 	<p>Evidence that:</p> <ul style="list-style-type: none"> ✓ drivers are consulted on the driver suitability assessments ✓ driver fitness for work is assessed and monitored, eg current wellbeing, pre-existing medical conditions, existing fatigue and drug and alcohol use ✓ proper feedback is given to drivers, and a plan developed and implemented, to improve fitness for work. 	<p>Evidence that:</p> <ul style="list-style-type: none"> ✓ drivers are consulted on incident reporting arrangements ✓ reporting arrangements take into account hazards and incidents, eg near misses, mechanical hazards, unexpected incidents (such as road closures or delays) ✓ hazard and incident information is analysed and the DFMP adjusted to prevent further incidents. 	<p>Evidence that:</p> <ul style="list-style-type: none"> ✓ drivers are consulted on driver health and wellbeing assessments ✓ drivers are employed to carry out duties they are capable of performing in accordance with a medical fitness assessment ✓ driver health is regularly medically assessed ✓ appropriate employee assistance and counselling programs are available and their use is encouraged ✓ appropriate employee lifestyle and fitness programs are available and their use is encouraged where required.

For definitions of consignors and consignees, head carriers (generally known in the industry as transport operators) and self-employed carriers (generally known as owner operators), please refer to clause 81A of the Regulation.

The table in this brochure provides a quick reference checklist of the elements that need to be evidenced as part of a DFMP.

AMENITIES AND WORK ENVIRONMENT	FATIGUE TRAINING AND INFORMATION	DOCUMENTATION – RECORDS, MONITORING AND REVIEWING
<p>Evidence that:</p> <ul style="list-style-type: none"> ✓ drivers are consulted on the provision and maintenance of suitable amenities and work environments. This may include: <ul style="list-style-type: none"> - meal rooms, sleep arrangements, accommodation, etc - vehicle cabins that are suitable for the freight task and include ventilation in accordance with the Australian design rule 42/04 ✓ vehicles used for sleep are fitted with sleeper berths that meet the Australian design rule 42/04. 	<p>Evidence that:</p> <ul style="list-style-type: none"> ✓ drivers are consulted on fatigue training and assessment arrangements ✓ affected drivers, supervisors and managers (involved in scheduling and rostering) are trained in fatigue, its effects, and prevention and management practices, including: <ul style="list-style-type: none"> - the causes and effects of fatigue - symptom recognition - management strategies and counter measures to prevent fatigue - lifestyle impact and improvement strategies - processes and procedures for conducting fatigue risk assessments - OHS roles and responsibilities - the development and application of DFMPs - procedures for reporting of incidents and near misses. 	<p>Evidence that:</p> <ul style="list-style-type: none"> ✓ occupational health and safety (OHS) responsibilities relating to fatigue management are defined, and those affected are consulted ✓ employees are consulted on record keeping arrangements ✓ appropriate records are maintained ✓ documents relating to the DFMP are accessible to all drivers ✓ schedules and rosters are appropriately prepared ✓ hazards and incidents are reported and actioned ✓ directors and managers keep abreast of fatigue management effectiveness and act immediately when a failure in the system occurs ✓ driver suitability is maintained ✓ drivers' health and wellbeing are maintained ✓ appropriate amenities are provided ✓ appropriate training on fatigue issues is provided ✓ OHS responsibilities are met ✓ consignment progress is monitored ✓ unexpected delays etc are addressed ✓ feedback from drivers, consignors and consignees on roster and schedule performance is taken into account when modifying the DFMP ✓ reviews: <ul style="list-style-type: none"> - are conducted at timely and regular intervals and after incidents where corrective action is required - are undertaken by competent persons not responsible for the activity being reviewed - identify, report, record and correct non-conformances to prevent recurrences.

Disclaimer: This publication contains information on some of the obligations covered by health and safety, workers compensation and injury management legislation in NSW. This publication may refer to legislation that has been amended or repealed. To ensure you comply with your legal obligations refer to the current appropriate legislation. Current updates can be viewed at www.legislation.nsw.gov.au

Catalogue no. WC05568 0808 Ordering hotline 1300 799 003



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