

Safety meeting blueprint

✓ **Meeting Topic:** Fatigue

✓ **Today's Date:** _____

✓ **Attendee Signatures:**

Most of us would probably agree that it's not a good idea to handle potentially hazardous jobs when we're tired.

However, we might not know exactly why fatigue on the job can be so dangerous. In order to understand the risks of sleepiness, we need to first recognize how tiredness affects our bodies. Among other things, severe fatigue can lead to reduced mental and physical capabilities, slowed reaction times, loss of memory, lower levels of alertness and impaired decision-making.

(What are some jobs here that could be especially dangerous for someone who's tired?)

Any task that requires attentiveness, quick reactions and fast decision-making becomes more hazardous when we're fatigued.

The warning signs

Worse, people who are too tired to work safely often don't even know how fatigued they are.

That's why it's

important for all of us to recognize the warning signs of sleepiness, which include tired eyes, tired legs, whole-body tiredness, stiff shoulders, trouble concentrating, weakness or malaise, boredom or lack of motivation, exhaustion even after sleeping, irritability, anxiety, or impatience.

If you're exhibiting any of these symptoms, don't handle a job that could put you at risk for an injury. Instead, let me or another supervisor know about your condition, so we can assign you to a safer task.

Also, keep an eye out for coworkers displaying these warning signs, so you can let them know they have an increased likelihood of getting hurt.

Seven to nine hours

Fortunately, there are some things you can do in order to reduce the chances that you'll be too tired to work safely. You significantly reduce the risks from fatigue by getting seven to nine hours of sleep every night. Of course, that's easier said

than done.

But there are some steps that can improve your sleep habits. First, develop a fixed daily routine as much as you can. If you go to bed and get up at the same times every day, you're less likely to be sleepy.

Aerobic activities

Regular exercise can also help lower fatigue levels. Try to walk, stretch, or engage in aerobic activities when you're not at work.

You further increase the chances of sleeping well by not consuming caffeine, alcohol, or large quantities of food before bedtime. Also avoid any activities in your bed other than sleep. Example: Don't watch television or read in bed.

Make sure that your sleeping environment remains cool, dark, quiet and comfortable. Consider the use of earplugs to prevent unexpected sounds from interrupting your sleep.

Thanks for your attention. And remember, let's stay safe out there!

(See next page for test)

Safety meeting blueprint: Test your knowledge

Meeting Topic: Fatigue

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| <p>1. Which of the following should you avoid before going to bed?</p> <p>a. Caffeine
b. Alcohol
c. Large quantities of food
d. All of the above</p> <p>2. If you establish a daily routine by going to bed and getting up at the same times every day, you're less likely to feel tired on the job. True or False?</p> <p>3. Severe fatigue can lead to</p> <p>a. Heightened awareness
b. Improved memory
c. Slowed reaction times
d. Better decision-making</p> <p>4. If you're exhibiting any of the warning signs of</p> | <p>fatigue, you should</p> <p>a. Close your eyes and fall asleep for as long as needed to feel refreshed
b. Keep pushing as fast as you can because you'll only get more tired going forward
c. Work through it until you start to feel better
d. Let your supervisor know that you're too tired to handle hazardous jobs</p> <p>5. Which of the following is not a warning sign of fatigue?</p> <p>a. Stiff shoulders
b. Heightened awareness
c. Nervousness
d. Anxiety</p> <p>6. How many hours of sleep should you get every night in order to</p> | <p>reduce the chances of becoming fatigued?</p> <p>a. 3-5 hours
b. 5-7 hours
c. 7-9 hours
d. None of the above</p> <p>7. One of the best ways to avoid fatigue is to watch television and read in bed before going to sleep. True or False?</p> <p>8. Any task that requires attentiveness, quick reactions and fast decision-making becomes</p> <p>a. More hazardous when you're fatigued
b. Easier when you're tired
c. Less time-consuming when you skip required steps
d. None of the above</p> | <p>9. If you spot a coworker exhibiting the warning signs of fatigue, you should</p> <p>a. Let the person know that he or she could be putting himself or herself at risk for an injury
b. Tell the person to stop acting tired because the boss might notice
c. Call his or her spouse to let him or her know that the worker won't be coming home tonight
d. None of the above</p> <p>10. We don't have to worry about fatigue as a safety issue because anyone who's too tired to work safely will immediately recognize the warning signs of fatigue. True or False?</p> |
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Test your knowledge: The answers

1. d
2. True. A regular sleep routine decreases the chances that you'll become too tired to work safely.
3. c. Slower reactions increase the injury risk.
4. d. That way, the boss can make sure you aren't assigned to a dangerous task.
5. b. Awareness levels actually drop when severely fatigued.
6. c
7. False. Avoid activities other than sleep when you're in bed.
8. a
9. a. Don't just ignore it when a coworker is obviously too tired to work safely.
10. False. People who are too tired to work safely often don't even know it.