



**YUKON ENERGY CORPORATION  
Fatigue Management Program**



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## **A MESSAGE FROM YUKON ENERGY**

Yukon Energy Corporation recognizes that fatigue is one of the most critical safety issues facing the electric utility industry today. There is no doubt that fatigue has a detrimental impact on human performance and safety. While solutions to fatigue exist, there is no 'one size fits all' solution.

This program reflects the industry best practices for the mitigation of fatigue in the workplace. Please consider this and your present practices when developing your work plans.

Your continued commitment to safe work practices and programs like this will help to ensure both employee safety and the efficient operation and maintenance of the power system.

## 1.0 Purpose

The purpose of this Program is to mitigate fatigue related health and safety risks resulting from working extended hours. The reduced level of worker function associated with fatigue may result in an increased risk of errors, incidents, and injuries. A fatigued person may experience impairments to performance such as:

- Slowed reactions (physical reaction speed and speed of thought process);
- Failure to respond to changes in the surroundings or information;
- Incorrect actions either physical or mental;
- Flawed logic and judgement;
- Inability to concentrate;
- Increases in memory errors and forgetfulness;
- Decrease in vigilance;
- Reduced motivation;
- Increased tendency to take risks.

Fatigue related impairment is considered an identifiable hazard. Like any hazard, the control measures for managing fatigue risks are based on sound principles. The most effective means to fatigue management is to have adequate restorative sleep.

## 2.0 Scope

This Program applies to everyone working at, or attending a Yukon Energy workplace.

## 3.0 Definitions

### **Emergency Work**

A sudden or unexpected occurrence involving a clear and imminent danger, demanding immediate action to prevent or mitigate the loss of, or damage to, life, health, property or essential public services.

### **Fatigue**

Fatigue is a state in which one feels mentally or physically tired and the capacity for normal work activity or cognitive reasoning is reduced or impaired.

### **Fitness for Work/Duty**

In the context of this Program, means being able to safely and acceptably perform assigned duties without any limitations due to fatigue.

### **Work Day**

A 24 hour period beginning at the start of the worker's normal work day or as defined by Article 13 in the Collective Agreement.

#### 4.0 Standard

##### Extended Hours of Work

Normal work hours sometimes have to be extended for scheduled overtime or emergency work. Every effort to comply with this Standard will be made. During these times it is expected that fatigue management practices are implemented to ensure extended work hours are kept to a minimum and the following maximum work hours are not exceeded.

#	Work Hours/Rest Break	Approval Required
1.	Maximum scheduled 12 hours of work  Work in excess of 12 hours up to a maximum of 16 hours of work.	Manager  Director
2.	<b>Rest Breaks</b> <ul style="list-style-type: none"> <li>The rest period must have eight (8) consecutive hours off between shifts.</li> <li>The rest period may be reduced to six (6) hours in an emergency as determined by the departmental Director.</li> </ul>	Director
3.	<b>Shift changes and Rest Between Shifts</b> Articles 13.01 (e) and (f) of the collective agreement will apply.	All

#### 5.0 Callouts

- 5.1 Employees who are called out for one hour or more between midnight and up to three hours prior to the start of their regularly scheduled shift shall have an uninterrupted rest period to a maximum of eight (8) consecutive hours.
- 5.2 In the case of emergencies, the rest period may be reduced to six (6) hours as approved by the department Director.
- 5.3 In the event there are multiple call outs during the same night, eight (8) consecutive hours of uninterrupted rest will be applied and will be counted from the time the last call out is completed.
- 5.4 There will be no loss of wages with respect to section 5 of this program.
- 5.5 The following examples are to provide clarity on the application of section 5.

Last Call Out Completed	Consecutive Hours of Rest	Regular Start Time	Adjusted Start Time
1 a.m.	8 hours	8:00 a.m.	9:00 a.m.
4 a.m.	8 hours	8:00 a.m.	Noon

## 6.0 Roles and Responsibilities

### 6.1 Manager, Health and Safety

- Provide ongoing support through use of fatigue management.
- Monitor trends and advise Senior Management of recommended improvements.

### 6.2 Employees

- Report to work fit for duty.
- Report any onset of fatigue symptoms.

### 6.3 Employer

- Implement work practices and manage resources to minimize extended work hours.
- Require everyone on site to be fit for duty and perform their duties without imposing risks to the health and safety of themselves, others or to the safety of the workplace.
- Manage worker fatigue through monitoring hours of work, schedules, travel time, attendance, and employee performance.
- Ensure that all work is safe and without risk to health and make reasonable efforts to check on the well-being of a worker when the worker is employed under conditions that present a significant hazard . (Yukon OHS Act, part 3)

## 7.0 References and Resources

- Website - Alberta Employment Standards Code; [Hours of Work, Rest Periods and Days of Rest](#).
- Website - BC Employment Standards Act; [Hours of Work Fact Sheet](#).
- Website - Yukon Employment Standards; <http://www.community.gov.yk.ca/es/esa.html>
- Website – Canadian Center for Occupational Health and Safety; [Fatigue Resource Information](#).
- Employees may learn more about chronic fatigue syndrome, preventative strategies for insomnia, and time management practical advice by calling our EAP (Employee Assistance Provider) at Many Rivers Counselling & Support Services. Information including contact information can be found on most bulletin boards at Yukon Energy.
- Articles 13.01 (e) and (f); 17 and 34.03 of the YEC/YEU Collective Agreement.