



Australian Government

AVIF2020A Employ fatigue management practices in the aviation workplace

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit involves the skills and knowledge required to employ fatigue management practices in the aviation workplace, including recognising signs of personal fatigue, employing fatigue management practices to minimise safety risks and identifying fatigue in others. Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Application of the Unit

Work must be carried out in accordance with workplace procedures and the relevant International Civil Aviation Organisation (ICAO), Civil Aviation Safety Authority (CASA) and other relevant regulatory requirements.

Work is performed under some supervision usually within a team environment.

Work involves the application of established principles and practice concerning fatigue management during work activities.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the required performance needed to demonstrate achievement of the element. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

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|---|---|
| 1 Recognise signs of personal fatigue | <ul style="list-style-type: none">1.1 Personal fatigue and its impact on safety and security in the aviation workplace is understood1.2 Causes of fatigue are recognised and actions are taken to minimise safety implications in the aviation workplace1.3 Personal fatigue is identified and actions to minimise fatigue are taken in accordance with workplace procedures |
| 2 Employ fatigue management practices to minimise fatigue | <ul style="list-style-type: none">2.1 Rosters and meal breaks are managed to minimise fatigue2.2 Personal fatigue management practices are employed in accordance with workplace procedures to maintain vigilance and alertness2.3 Factors external to the workplace that cause fatigue are recognised2.4 Strategies that promote the effective long-term management of fatigue are implemented2.5 Personal fatigue limits are identified and communicated to supervisors in accordance with workplace procedures2.6 Restrictions on work duty limits are understood2.7 Potential risks of exceeding work duty limits are identified and rectified in accordance with workplace procedures and legislative requirements |
| 3 Monitor fatigue in others | <ul style="list-style-type: none">3.1 Work colleagues are monitored for signs of personal fatigue3.2 Communication techniques and strategies are used to assist work colleagues in the identification and management of fatigue3.3 Contributions are made to the team to assist in minimising fatigue in others |

Required Skills and Knowledge

This describes the essential knowledge and skills and their level required for this unit.

Required knowledge:

- Relevant codes, regulations and workplace procedures related to fatigue management
- Relevant occupational health and safety (OHS) regulations as they relate to fatigue
- Sources of information on fatigue and fatigue management
- Security and safety implications of fatigue in the aviation workplace
- Effects of fatigue on workplace performance
- Personal signs of fatigue and possible solutions to minimise fatigue
- Lifestyle choices external to the aviation workplace that effect fatigue
- Fatigue management strategies
- Signs of fatigue in others in the aviation workplace
- Communication techniques and strategies used to assist work colleagues in the identification and management of fatigue

Required skills:

- Communicate effectively with others when applying fatigue management strategies
- Read and interpret instructions, procedures, regulations and signs related to fatigue management and apply them to aviation workplace activities
- Recognise actions or workplace situations that promote fatigue
- Identify and accurately predict the effect of rosters and scheduled meal breaks on fatigue
- Recognise the symptoms of fatigue and take appropriate action in accordance with fatigue management regulations and workplace procedures
- Identify and determine the effect factors outside the aviation workplace will have on fatigue and put strategies in place to manage these factors
- Apply precautions and required actions to minimise and control the effects of fatigue when carrying out own work functions
- Use personal checklists to determine the extent and management of fatigue
- Use fatigue identification and management techniques to assist work colleagues in the identification and management of fatigue
- Modify activities and take appropriate initiatives to manage fatigue in the workplace depending on differing work contexts, risk situations and environments

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required knowledge and skills, the range statement and the assessment guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The evidence required to demonstrate competency in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria of this unit and include:

- demonstrate the ability to accurately identify causes of fatigue and implement strategies to minimise fatigue in the aviation workplace
- apply legislative restrictions on work duties to assist in the management of fatigue
- accurately communicate with work colleagues, supervisors or managers to implement strategies to manage fatigue
- apply fatigue management practices to maintain vigilance and alertness in the aviation workplace
- determine and correctly manage factors external to the aviation workplace that could have implications on personal fatigue
- utilise fatigue management practices to detect and assist in the management of fatigue in work colleagues

Context of and specific resources for assessment

- Performance is demonstrated consistently over a period of time and in a suitable range of contexts
- Resources for assessment include:
 - a range of relevant exercises, case studies and/or other simulated practical and knowledge assessment, and
 - access to an appropriate range of relevant operational situations in the workplace
- In both real and simulated environments, access is required to:
 - relevant and appropriate materials and equipment, and
 - applicable documentation including workplace procedures, regulations, codes of practice and operation manuals

Method of assessment

- Assessment of knowledge must be conducted through appropriate written/oral assessments
- Practical assessment must occur:
 - through activities in an appropriately simulated

environment at the registered training organisation,
and/or

- in an appropriate range of situations in the workplace

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance.

Workplace may include:	• any work environment in the aviation industry requiring safety critical operational judgements to be made, in particular when operating vehicles or equipment
Important work situations for fatigue management in the aviation workplace include:	• operations conducted at all times, but particularly at night • driving a vehicle at an airport • conducting refuelling operations • operating an aircraft • performing maintenance on an aircraft • performing duties as a member of the operating or cabin crew on board an aircraft • air traffic control • airport security operations • ground support operations
Work-related factors that may contribute to fatigue include:	• work demands such as: workload, work duration, shift pattern, time of day, frequency and duration of breaks and type of work (e.g. working in isolation, repetitive tasks and boring, monotonous or under-challenging tasks) • organisational factors such as: work environment (including temperature, ventilation, continual rhythmic vibration from equipment), payment system, trip and work scheduling and the predictability of work
Worker/operator-related factors that may contribute to fatigue include:	• lifestyle factors such as: sleep patterns, alcohol and drug use, quantity and timing of food and drink, and opportunities for relaxation with family and friends • working multiple jobs • personal or biological factors such as: state of mental and/or physical health, inadequate sleep, sleep disorders, emotional stress, family responsibilities, relationship difficulties, inadequate competence to complete work tasks and circadian rhythms
Responsibilities of individual for fatigue risk management may include:	• following the organisation's fatigue management policy and procedures • using time away from work appropriately to rest and recover

- Dependent on the type of organisation concerned and the local terminology used, workplace procedures may be referred to as:
- checking and ensuring fitness for work
 - reporting symptoms of fatigue
 - taking action to minimise risk when symptoms of fatigue are recognised
 - company procedures
 - enterprise procedures
 - organisational procedures
 - established procedures
 - standard operating procedures
- Information/documents may include:
- Commonwealth and state/territory regulations and guidelines concerning fatigue management in various transport and workplace situations
 - workplace instructions and procedures on fatigue management
 - relevant OHS regulations and procedures
 - work schedules and shift rosters
 - emergency procedures
 - log books or record books (where required)
 - records and reports of fatigue-related errors and safety incidents
 - relevant standards and certification requirements
 - quality assurance procedures
- Applicable regulations and legislation may include:
- relevant regulations and codes of the Commonwealth Government and the state/territory regulatory authorities concerning fatigue management
 - Civil Aviation Regulations and Civil Aviation Safety Regulations as applicable to fatigue management
 - relevant state/territory OHS legislation

Unit Sector(s)

Not applicable.

Competency field

F – Safety Management