

B. PERFORMANCE STANDARDS

B7. FITNESS FOR WORK

1.0 Scope

This Standard applies where a risk assessment has identified that fatigue or other causes of impaired fitness for work could produce a potential for serious injury or death, significant* equipment / plant damage, or significant environmental impact. It covers programme design, management of shift systems, and personal fitness. 'Personal fitness' includes the person's physical, mental and emotional state.

2.0 Programme Design

- 2.1 All roles where fatigue or other causes of reduced fitness for work could lead to serious injury or death to employees, significant equipment / plant damage, or for significant environmental impact, must be identified and an assessment of the risks from these conditions made.
- 2.2 Where identified, a programme to manage these risks is required, and must consider both employees and contractors. The programme, in addition to the requirements in Standard A5, must include:
 - (a) Mechanisms for managing fatigue, stress and lack of fitness;
 - (b) An alcohol and other (including prescription, pharmaceutical or illicit) drugs policy that applies to employees, contractors and visitors;
 - (c) Employee Assistance Programme providing confidential access to counsellors; and
 - (d) Training and awareness programmes.

3.0 Management of Shifts and Work Hours

- 3.1 Sleep deprivation during shift work or from excessive working hours is a known cause of fatigue. Fatigued employees are at increased risk of accidents. Shift system design must consider:
 - (a) The effect on worker fatigue;
 - (b) The effects of activities carried out during rostered and over time hours;
 - (c) The effects of activities carried out during non-rostered hours; and
 - (d) The monitoring and control of working hours.

* Significant issues are as per high or critical issues as defined in the Rio Tinto "Priority and Definition of Incidents and Issues" table.

4.0 Personal Fitness

- 4.1 All workers commencing work in safety critical jobs must have a pre-placement medical examination, followed up by routine medical examinations, based on risk assessment and detailed position descriptions.
- 4.2 The criteria for fitness must be documented, preferably through detailed position descriptions, and quality control aspects of testing implemented. Acceptable limits (for alcohol, drugs, physical fitness, etc.) must be based on risk assessment, local legal requirements and appropriate standards.
- 4.3 All workers in safety critical jobs must report to their supervisor / manager any condition that might impair their ability to safely perform the functions of their position. A confidential mechanism must be in place for such reports to be referred to the medical adviser for consideration as to the worker's fitness for their type of work.
- 4.4 A programme must be available for those workers who require assistance to regain fitness for their work.