

How to Report Fatigue or Potential Fatigue

General

The only real effective way to mitigate (lessen) any onset of fatigue is to have adequate sleep. It is therefore important to have as much as possible information on what your sleep length and quality was prior to any event.

Providing accurate information allows your safety department/FSAG to identify trends on individual/series of duties and investigate further by using e.g. Activity Watches. With this information, a more robust proactive approach to producing rosters mitigation fatigue will be achieved.

Do's

- Use ALWAYS factual information only.
 - Accurate assessment of alertness level prior to an event
 - As best as possible provide previous sleep length/s
 - What was the main reason for the fatigue event
 - Accurate data of changed flight duties
- ALWAYS report fatigue proactively and submit a fatigue report during and even after the completion of a fatiguing duty if you feel it is appropriate, especially if your fatigue scores are high KSS 7 (*tired but no difficulty staying awake*), to 9 (*very tired, fighting sleep*).
- The **fatigue critical phases of flight** are blocks off until 30 mins after top of climb and 60 min prior to landing until on blocks. If you indicated a fatigue score of 7 or more in these critical phases please elaborate in the 'Fatigue Details'
- During other than fatigue critical phases of flight, report levels of fatigue corresponding to 8 which persist for 10 min or more despite counter measures.
- Less is more: Be factual and to the point.
- Indicate clearly the main reason you experienced fatigue e.g. *flight departure delayed and subsequent duties after long period of wakefulness, a series of night duties, hotel room not able to obtain quality sleep, roster change and was not able to plan adequate rest etc.,*
- The fatigue report must be used if you requested/required additional sleep/rest at a layover hotel or at home base to ensure the next duty or series of duties could be performed safely.
- The fatigue report must be used after you review your next duty/duties and you are concerned that the levels of fatigue impacts or potentially impacts your ability to perform your flights safely.

Please Note: If the fatigue you experienced impacted or could have potentially impacted your ability to perform your flight duties safely, according to OM-A, Chapter 11, Section 2, it is **mandatory to submit and ASR. In doing so you help qualify and quantify severe cases of fatigue.**

Don'ts

- Refrain from using subjective (personal) opinions or assumptions, rather than facts.
- Do not use wording open to interpretation.
- NEVER use language against company procedures, personnel, processes and/or language that give an indication of individual/personal feelings / emotions such as: frustration, anger, low morale, etc.