Attachment

G

Management Practices (Time Period 1)

Your Role in Organization (e.g., safety director):_____

A. EDUCATION	YES	NO

1. Are drivers provided training about fatigue? ☐ ☐
If **Yes** to Item 1, what topics are covered in this training?_____
_____
_____
_____

2. Are drivers provided training about the safety-related risks of fatigue? ☐ ☐
If **Yes** to Item 2, what topics are covered in this training?_____
_____
_____
_____

3. Are schedulers provided training on these issues? ☐ ☐

4. Are management personnel provided training on these issues? ☐ ☐

5. Are dispatchers provided training on these issues? ☐ ☐

6. Was the effectiveness of training activities evaluated in any way (e.g.,
pre-post-training quizzes)? ☐ ☐

suggestions for reducing this burden to CDC/ATSDR Information Collection Review Office, 1600 Clifton Road NE, MS D-74, Atlanta, Georgia 30333; ATTN: PRA (0920-XXXX)

B. ALERTNESS STRATEGIES	**YES**	**NO**
7. Are drivers provided training on alertness strategies?	☐	☐

If **Yes** to Item 7, please indicate which alertness strategies?

	YES	NO
Getting 7-9 hours of sleep	☐	☐
Napping	☐	☐
Healthy food	☐	☐
Exercise	☐	☐
Staying hydrated	☐	☐
Caffeine as a short-term countermeasure	☐	☐
Effect of over-the-counter and prescription drugs	☐	☐
Limit/eliminate nicotine use	☐	☐

	YES	NO
8. Are there written policies regarding the use of alertness strategies?	☐	☐

If **Yes** to Item 8, do the written policies differ in any way in how they are enforced? If Yes, please indicate how they differ?_____
_____
_____
_____

	YES	NO
9. Are there written policies regarding on-duty rest opportunities?	☐	☐
10. Not including the sleeper berth, are there facilities to support opportunities to rest in the workplace (e.g., break room that can be made quiet and dark to take a nap after a duty period, prior to your drive home)?	☐	☐
11. Was the effectiveness of the alertness strategies evaluated in any way?	☐	☐

If **Yes** to Item 11, how were they evaluated?_____
_____
_____
_____

	YES	NO
12. Do drivers get refresher training on alertness management in addition to any initial training they might receive?	☐	☐

If **Yes** to Item 12, how often are these activities performed (e.g., weekly, monthly, quarterly, etc.)?

_____
_____
_____

C. SCHEDULING   YES NO

13. Are there written organizational policies for drivers regarding basic work/rest schedules, in addition to federal hours-of-service regulations, (such as minimum duration of off-periods, maximum work time, maximum number of consecutive work periods, and recovery time between work cycles)?   ☐   ☐

14. Is there an explicit written procedure that is used for exceptions to these policies?   ☐   ☐

15. Have any changes been made to the number of staff for the purpose of reducing fatigue?   ☐   ☐

If **Yes** to item 15, indicate what changes have been made to staff and what year those changes were made._____
_____
_____
_____

16. Have any changes been made to the delivery schedule for the purpose of reducing driver fatigue in the last 3 months?   ☐   ☐

If **Yes** to Item 16, indicate what changes have been made to the delivery schedule and what year those changes were made._____
_____
_____

17. Have any changes been made to delivery routing for the purpose of reducing driver fatigue.   ☐   ☐

If **Yes** to Item 17, indicate what changes have been made to the delivery routing and what year those changes were made._____
_____
_____
_____

18. Have any changes been made to work shift scheduling for the purpose of reducing driver fatigue?   ☐   ☐

If **Yes** to Item 18, indicate what changes have been made to the work shift schedule and what year those changes were made._____
_____
_____

D. HEALTHY SLEEP   YES NO

19. Is information offered to drivers and other personnel about sleep disorders, how to recognize sleep disorders, and/or how to get help if they suspect they have a sleep disorder?   ☐   ☐

If **Yes** to item 19, what information is given?_____
_____

20. Is there a written policy that addresses diagnosis, treatment, and continued duty status of personnel with possible sleep disorders?   ☐   ☐

E. ORGANIZATIONAL   YES NO

21. Do managers provide:
      Education to obtain adequate sleep? ☐ ☐
      Alertness strategies to reduce fatigue? ☐ ☐
      Scheduling practices that reduce fatigue? ☐ ☐
      Encouragement to obtain adequate sleep? ☐ ☐

22. Is there someone at your company who is responsible for coordinating fatigue management activities? ☐ ☐

23. Is there a napping room at the terminal (reserved location for napping/sleep)? ☐ ☐

24. Is there a gym at the terminal (location for drivers to exercise)? ☐ ☐

25. Is top management involved in fatigue management activities and policy development? ☐ ☐

26. Is there a system that encourages drivers to submit reports of fatigue hazards? ☐ ☐
If **Yes** to Item 26:,
      How does this system work (also indicate if this process is confidential)?
      _____
      _____
      How are reports submitted?_____
      _____
      What information is requested in the reports?_____
      _____
      Who are reports submitted to?_____
      _____
      What is the procedure for responding to reports?_____
      _____
      Who receives the responses to the reports?_____
      _____
27. **If yes to Item 26**, have any reports of fatigue hazards been reported? ☐ ☐
28. **If yes to Item 27**, did any report result in a change to reduce the identified hazard? ☐ ☐
      If **Yes** to Item 28, could you briefly describe one example of such a change (e.g., either one you consider the most significant, or just the first one that comes to mind)?_____
      _____
      _____
      _____