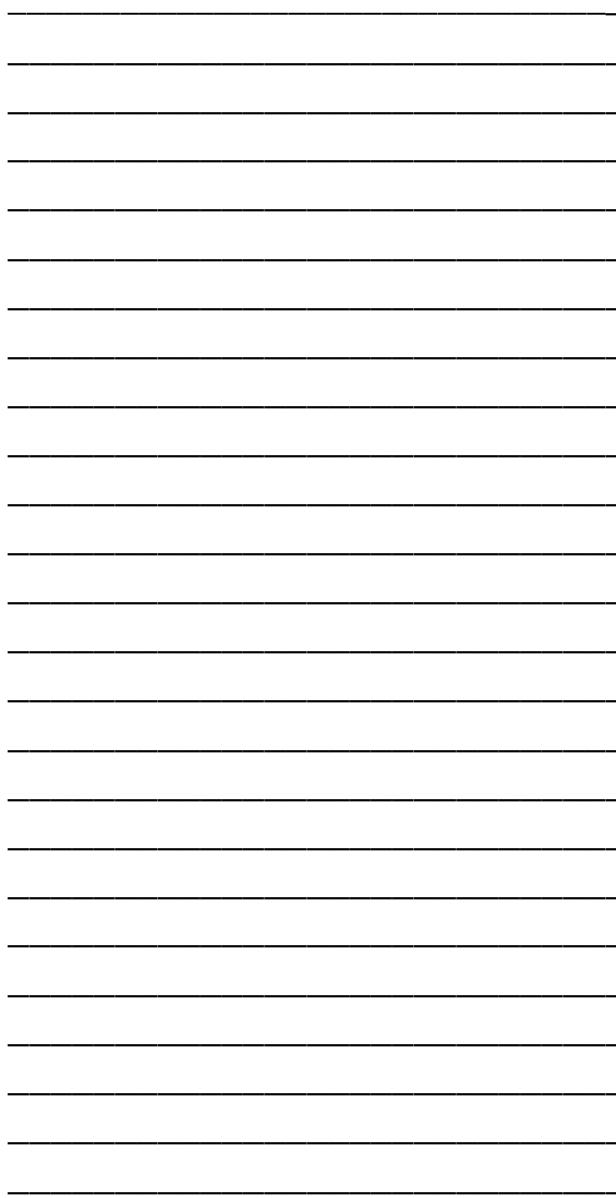


NOTES



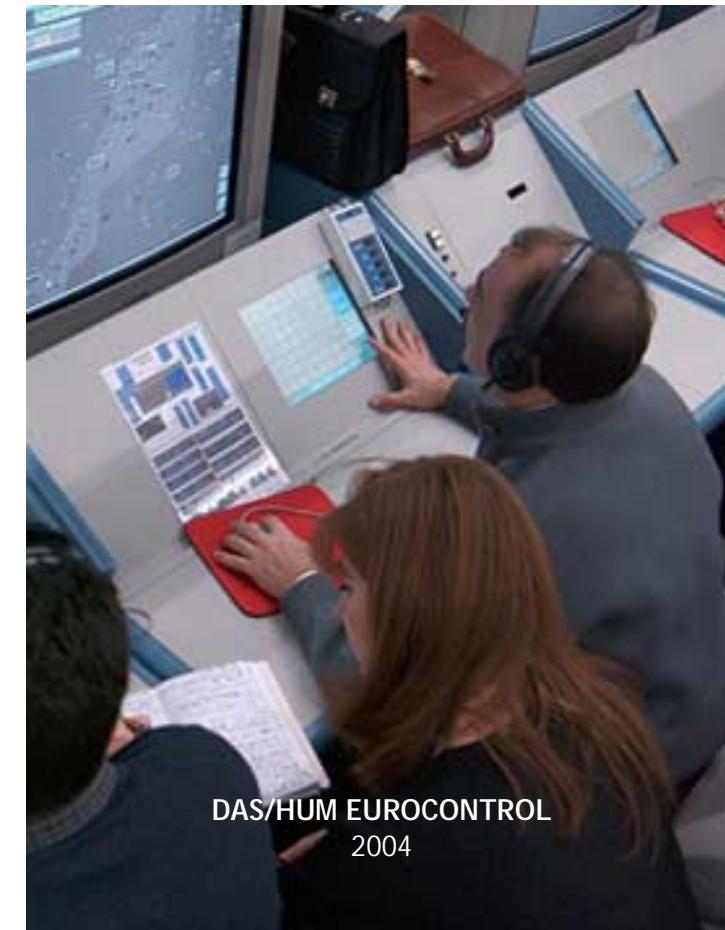
FATIGUE AND SLEEP MANAGEMENT



PERSONAL STRATEGIES FOR DECREASING THE EFFECTS OF FATIGUE IN AIR TRAFFIC CONTROL

Prepared by:
DAS/HUM EUROCONTROL

EUROCONTROL – European Organisation for
the Safety of Air Navigation
2004



TIPS FOR ALL SHIFT WORKERS

- Avoid:**
 - Working both days off other jobs.
 - Working every day of the week.
 - Extended work hours.
 - Long commutes.
- Decrease the number of night shifts worked in a row.
- Get sufficient sleep on days off.
- Make a nutrition plan. If you do not pack a lunch, avoid restaurants that serve only fried, fast or greasy food. If you must eat from vending machines, try to avoid foods high in carbohydrates, such as cold cut sandwich meats and chips.
- Start a shift with a meal of proteins to increase alertness; finish the shift with carbohydrates (sugars, starches) to facilitate sleep.
- Eat at or before 1 a.m. and after 5 a.m.. Eat only light snacks - such as fruit, soup and toast - at night.
- Avoid meals of more than 600 calories as they can induce sleepiness.
- Some people find a milky drink or light carbohydrate snack promotes sleep.
- Avoid drinking caffeinated and alcohol beverages for at least 4-6 hours before sleep.
- Fresh air and room temperature between 15 and 18 degrees.
- Soaking in hot water before going to bed can ease the transition into a deeper sleep.
- Use your bed only for sleep and sex.
- Only get into bed when you are tired.

- Sleep on your back.
- Naps can be helpful.
- A nap before a night shift can be helpful.
- Keep your bedroom dark when you go to bed.
- Try to eliminate noises that disturb your sleep.
- Play soft, soothing music to help you fall asleep.
- Wait more than one-half hour before going to bed after reading or watching television.
- Try to avoid cigarettes and other nicotine sources before bedtime.
- Be careful, most medications interfere with your rest. Consult your doctor.
- Exercise and relaxation techniques can be beneficial for sleep.
- Be careful on your ride home. Sleep can quickly overcome when you least expect.

FOR WORKERS THAT WORK ROTATING SHIFTS

- When not working night shifts, plan on:
 - Obtaining 8 hours of sleep each night.
 - One continuous sleep period each day without naps or other sleep periods.
 - Starting your sleep time prior to 3 a.m. and ending your sleep prior to 11 a.m.
- Avoid, rotating shifts more than once a week. Make sure it rotates in a forward direction – day, evening, night – rather than backward: night, evening, day.

TOP 5 FOR WHEN YOU ARE ON NIGHT SHIFT

- Plan on:**
 - Trying to get 9 hours sleep per day.
 - If possible, wait to start your main sleep period until you hit your circadian midday dip – around 2 to 3 p.m., and sleep for 9 continuous hours. If unable to wait to sleep or have other time constraints during the day, start your first sleep period as soon after work as possible. Calculate how many more hours you need to equal 9 and try to get those either starting at the midday dip or prior to going to work for the following shift. If you choose this second option remember to leave at least 1 hour between when you wake up and when you are to report to duty.
 - A couple of days before starting a night shift, go to bed a bit later at night and wake up later in the morning.
 - Wear wraparound dark glasses on your way home from work if you are on the night shift.
 - Ensure that you have a quiet place to sleep during the day.
 - Put a "Do Not Disturb" sign on the front door.
- For more detail on your sleep and fatigue management see: FATIGUE AND SLEEP MANAGEMENT: PERSONAL STRATEGIES FOR DECREASING THE EFFECTS OF SHIFTWORK IN AIR TRAFFIC CONTROL, DAS/HUM EUROCONTROL, 2004.