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MEMORANDUM

DATE : 17 June 2019

TO : All Operational Employees in Service Delivery (ATC, FSS, ATOS)

SUBJECT : Fatigue Management

Dear all,

I am writing to advise you of a national initiative that we are undertaking to develop an integrated Fatigue Management Program for Operational Employees in Service Delivery (ATC, FSS, ATOS). This initiative will complement work already underway to better understand the science behind fatigue and shift work, with an end goal of improving our scheduling arrangements and supporting mitigations to support employee well being.

Last year, Transport Canada initiated a Targeted inspection to review fatigue management and interviewed over 275 employees and managers at NAV CANADA. Their findings were presented to us at the end of March. Since then, we have had initial discussions with our bargaining agents (CATCA, ATSAC, and UNIFOR 1016) who have all agreed to join us in a fatigue management working group, set up to respond to the findings. The mandate of the Fatigue Safety Action Group (FSAG) will be to study the following issues, with a view to recommending an action plan for implementation:

- work schedules that enable employees to perform their duties safely by providing adequate opportunities for rest and sleep
- key elements for a working environment that has appropriate emphasis on controls and / or mitigations for fatigue-related risk
- fatigue management education and awareness training for all stakeholders that would be appropriate at NAV CANADA
- processes for monitoring and managing fatigue.

Meetings have been scheduled through the summer and will continue to oversee the program, the data, and consider/propose any change on a continuous basis. Transport Canada representatives will be invited to our meetings as appropriate and will be interested in our short-term action plans to address more immediate issues that contribute to employee fatigue in the operation. Any recommendation on

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changes to the current scheduling arrangements will be vetted with the bargaining agents and dealt with through the appropriate labour relations activities.

Bax Vokey will chair the working group and will provide regular communications on the progress of the committee. In the coming months we will be developing sub-groups throughout the FIRs to assist with this initiative. Please support these activities and those of your colleagues involved in the working group.

Should you have any questions, don't hesitate to contact me.