



Management of Fatigue Policy

It is company policy to ensure that any person selected for a work team or for driving is not likely to exceed the limits imposed in the Network Rail Hours of Work Policy, [Company Standard NR/L2/OHS/003](#) and the [HSE fatigue risk index calculator](#) by working the planned shift(s) and that they will be sufficiently rested before commencing the shift.

This process **also** ensures that all staff working on Managed Infrastructure do not work more than 12 hours per shift or 72 hours per 7 day period or 13 shifts in any 14 day period and have had at least 12 hours rest between shifts. All proposed work on Managed Infrastructure must be planned in advance and working hours rostered so that staff are not required to work in excess of the prescribed times.

Additionally, we recognise our responsibilities whilst on TfL Infrastructure and will work to LU's contract QUENSH. We will:

- Not work more than 6 shifts within any 7 consecutive days.
- Not work more than 72 hours within 7 consecutive days.
- Have a minimum of 11 hours break between shifts
- In any one shift, work not more than 12 hours or other lesser period, considered as appropriate to the health and safety requirements for the particular task to be undertaken.

In accordance with company standard **NR/GN/INI/001** door to door time should not exceed a maximum of 14 hours provided the working shift does not exceed 12 hours. There is no maximum travel time within the 14-hour limit, but a suitable risk assessment process for managing periods of travel time they consider excessive is in place. [These limits may be reduced for the shifts of other workers who are subject to the FRI process.](#)

Our operatives are aware of the Worksafe procedure and are encouraged not to work excessively if they consider it to be unsafe. The calculation of working hours must take into account any time worked off the railways for the Company in accordance with Company Standard **NR/L2/OHS/003** Management of Fatigue. Employees have agreed to report any work undertaken elsewhere.

In general, operative rostering is arranged by the company to ensure that the operatives do not work during the twelve hours before commencing site works. The operatives are asked to confirm that they have not worked in the preceding twelve hours before they are rostered. They will also be asked by the client during the site briefing. Rostering for site activities will be carried out by the client. Operatives must be aware that unauthorised exceedances will not be paid for.

The company will be operating a fatigue risk indicator (FRI) to assist in the management of fatigue. Employees must co-operate with the management by reporting any issues of fatigue arising from their work activities.

This policy will be reviewed annually or sooner if standards change.

Signature of person responsible for policy: -

(Name) BRIAN RODRIGO

(Position) Managing Director

Dated: 29/03/2022