



Professional



Responsible



People



Teamwork



Passionate

Fatigue Management (Working Hours) Policy

Global Rail Construction Fatigue Management (Working Hours) Policy sets out our requirements in respect of any Employee and our Supply Chain Partners to ensure compliance with the Railways and Other Guided Transport Systems (Safety) Regulations 2006 (ROGS Regulations), Network Rail and Transport for London Standards for the management of fatigue and working hours and the Working Time Regulations (WTR).

Company procedures define the responsibilities of managers deploying resources to ensure full compliance with the Regulations in respect of the control of hours worked by staff [including safety critical] and their fatigue management. These management systems outline the control and monitoring of staff in order that staff under the management, supervision or control of the Company do not carry out work in circumstances where they are so fatigued or would be liable to become so fatigued that their health or safety or the health or safety of other persons could be affected.

The fundamental criteria used for the management of fatigue (working hours) are that no individual shall without pre-assessment and authorisation;

On **Network Rail** managed infrastructure;

- Work no more than:
 - 12 hours in one shift or period of duty (to include breaks);
 - 72 hours of working in a rolling seven-day period;
 - 13 consecutive turns of duty in 14 rolling days;
- A minimum 12 hours break between booking off from their shift / period of duty and booking on for their next shift / period of duty;
- Not exceed:
 - 14 hours door to door;
 - the Fatigue Risk Index (FRI) fatigue score of 35 during daytime or 45 during night time hours and FRI risk score of 1.6 (regardless of daytime or night time working);
- Where 60 hours of working in a rolling seven-day period are exceeded the person will be subject to a level 1 exceedance action;
- Where 72 hours of working in a rolling seven-day period are exceeded the person will be subject to a level 2 exceedance action.

On **London Underground** controlled infrastructure:

Maximum number of turns of shift

The consecutive days that may be worked before a rest period when working on, over or adjacent to the railway shall be either:

- 6 consecutive days, followed by a rest period of not less than 24 hours.
- 12 consecutive days, followed by 2 consecutive rest days, each of which is not less than 24 hours.
- Within any 14 day period, 2 rest periods, each of which is not less than 24 hours.

Maximum hours worked

- The longest shift in any roster shall be 12 hours.

Minimum rest period

- The minimum amount of rest between two shifts shall be 11 hours

Compliance to the working hour's requirements does not manage the risk of fatigue and as such the company will implement controls to reduce, so far as is reasonably practicable, risks arising from worker fatigue. In considering the risk of fatigue, the company will develop appropriate Fatigue Risk Management Plans.

Exceedances shall be recorded, and risk assessed by a responsible person to apply the defined control actions levels. Responsible Managers must not permit any deployed resources to work in deviation to the working hours criteria without reviewing fatigue in the individual, completing an assessment and implementing appropriate control measures.

The company operates in accordance with the Working Time Regulations. Therefore all resources are requested to sign a declaration to agree to work, when necessary, in excess of 48 hours per week. As part of the declaration there is a notice of termination agreement. The working time regulations state that all workers have the right to a break of at least 11 hours between working days and either an uninterrupted 24 hours clear of work each week or an uninterrupted 48 hours clear each fortnight. Therefore the maximum hours of work for an adult worker (over 18) not working on the railway could be 78 hours per week including a day of (24 hours) rest or 2 days (48 hours) over the fortnight (14 days). ROGS Regulations takes precedence as guidance.

Workers have a right to a 20 minute rest break (unpaid) if they are expected to work more than six hours continuously.

Young workers (under 18) cannot work more than 40 hours per week and have additional restrictions such as night work.

The majority of rail workers will be exempt from some key requirements of the WTR Regulations relating to breaks and night work by virtue of the Special Cases Regulation R21.

It is the responsibility of everyone in the business to comply with this policy and its associated arrangements as an integral part of their day to day business.

The policy will be reviewed annually, as a minimum by the Directors in consultation with the Head of Compliance and amended as required by law should new legislation come into force or to ensure it remains relevant and appropriate to the organisation. This has been endorsed by the Management team at Global Rail Construction Limited who take direct responsibility for its execution.

Signed on the 29th October 2022 for and on behalf of Global Rail Construction Limited.

Signed: _____

M G Lombardelli
Managing Director
 FMP/DOC/001

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Signed: _____

P. Coleman
Head of Compliance