

Working Hours & Fatigue Policy

Gable has a duty to ensure that all personnel involved in work carried out on Network Rail Infrastructure are not subjected to excessive hours of work, as part of our compliance with The Working Time Regulations 1998, The Railways and Other Guided Transport Systems (Safety) Regulations 2006 (ROGS) and Network Rail Standard NR/L2/OHS/003 Fatigue Risk Management (full compliance to issue 9 and modules 1 to 5 is not required until October 2022). We shall plan, risk assess and monitor all working hours and shifts to reduce the risk of injuries caused by fatigue.

Where required, fatigue assessments and management plans shall be created for individuals and/or work groups.

Our staff must report any fatigue or sleep related issues that would impair their abilities to undertake their duties safely

It is our policy:

The **Working Time Regulations** set out the limits on how long most British Isle workers can work in a week, their right to rest periods, days off and annual leave:

- A limit on average weekly working time to 48 hours, typically measured over a 16-week period, unless an individual has agreed in writing to opt out. The Worker has the right to end this agreement, with seven days' written notice required.
- A limit on night workers' average normal daily working time to 8 hours, and a requirement to offer health assessments to night workers.
- Minimum daily and weekly rest periods of 11 hours rest a day and a right to a day off a week. Rest breaks at work of at least 20 minutes if the working day is longer than six hours.

Exceedance Criteria - Network Rail Managed Infrastructure:

- A person exceeds 60 hours of working in a rolling seven-day period. This shall be classed as a level 1 exceedance.
- A person exceeds 72 hours of working in a rolling seven-day period. This shall be classed as a level 2 exceedance.
- A person receives less than 12 hours break between booking off from their shift / period of duty and booking on for their next shift / period of duty.
- A person works more than 12 hours in one shift or period of duty.
- A person works more than 13 consecutive turns of duty in 14 rolling days.
- A person works when they are expected to exceed a Fatigue Risk Index (FRI) fatigue score of 35 during daytime, or 45 during night-time hours.
- A person works when they are expected to exceed an FRI risk score of 1.6 (regardless of daytime or night-time working);
- A person exceeds 14 hours door to door.

NOTE: These limits are, on their own, not sufficient to control all the risks from fatigue. They form part of a set of fatigue management arrangements in conjunction with other measures such as the risk assessment of base rosters and of actual hours worked.



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There are exceptional circumstances where these rules may be breached. This may include essential emergency engineering works that may affect operational safety and mass disruption to Network Rail infrastructure, including:

- Planned engineering works that have over run, and it is not reasonably practical to make alternative arrangements.
- Providing emergency services in the case of an incident or fatal accident regarding Passengers or other Infrastructure users i.e., other contractors or Train Operating Companies.

Authority to exceed working hours

Any breach of this Company Policy must be agreed in writing by the Company and the Client's representative.

A risk assessment must be completed before any excessive work takes place. The assessment must identify the hazards associated with fatigue and record the control measures to be implemented.

On Call Arrangements

Where shift patterns are outside normal office hours, we shall maintain On-Call arrangements to ensure suitable managers are available to deal with unforeseen circumstances on-site, including the assessment against the risk of fatigue, and authorization of working hour exceedances in exceptional circumstances. These plans shall also incorporate arrangements for escalating actions to senior managers and specialist contractors.

Signed:.....

**Managing Director
Gable Roofing & Cladding Ltd**

Date: 30th April 2024

Next Review By: 30th April 2025