



IMS Policy Statements

ISO 9001:2015, ISO 14001:2015 & ISO 45001:2018

FATIGUE MANAGEMENT POLICY

It is recognised that working excessive hours or an excessive number of continuous shifts can result in fatigue. This may be detrimental to the health and safety of the persons undertaking the work as well as those who may be affected by their actions.

Seaton Rail Limited (SRL) have a responsibility to ensure its employees and appointed subcontractors comply with the requirements of the Railway and Other Guided Transport Systems (Safety) Regulations 2006 and Network Rail Company Standard – NR/L2/OHS/003 Fatigue Risk Management and the guidance given in NR/GN/INI/001- Guidance on the management of door-to-door work and travel time.

SRL is committed to assessment, monitoring and the reduction of fatigue as such it is SRL policy that the hours of work for all employees shall be rostered to no more than **60 hours in a rolling seven-day** period. During in an emergency or an exemption circumstance and only when it is absolutely necessary this period may be extended for up to **72 hours during a rolling seven-day period** providing that.

- A Level 1 fatigue risk assessment has been completed by their Line Manager and
- Safety critical duties have been confined to an absolute minimum with additional supervision and monitoring being provided.
- Affected staff will not be permitted to undertake driving duties, Lookout/Site Warden duties and or IWA/ COSS working alone duties.
- Under no circumstances shall staff exceed 72 hours in a rolling seven-day period.

Employees or other persons working for, or on behalf of SRL are expected to comply with the following nominal requirements as regards working hours and shifts, they are not expected to:

- Work more than 12 hours per turn of duty
- Work more than 60 hours in a seven-day rolling period
- Work more than 13 continuous turns of duty in any 14 rolling days
- Exceed 14 hours door to door
- Receive less than 12 hours break between booking off and booking on for their next period of duty.
- Exceed a Fatigue Risk Index Score (FRI) of 35 during daytime hours and 45 during night-time hours.

Duties will be planned and rostered, so far as is reasonably practicable, to conform to these requirements; travel to / from the site of work being included within the turn of duty.

Sub-contractors/sub-sponsored sentinel staff are required to complete and validate (prior to being allocated work) an 'Hours of Work Statement' confirming their previous hours/shifts worked.

The defined arrangements for complying with these requirements are defined in the work instruction for 'Safe Working Hours'

This policy will be reviewed at least every 12 months and updated as necessary.

Reviewed by:

Shane Seaton

Managing Director

Date: 9th January 2023

Integrated Management System Policy Statements		Fatigue Management Policy Statement	
Document Number: POL/03	Issued: January 2023	Issue Number: 14	Page 1 of 1
Document Controller:	Mr Shane Seaton	UNCONTROLLED WHEN PRINTED	