

Fatigue Management Policy

At Kitcher Risk Solutions we are committed to being a leader in delivering safe and healthy outcomes for clients and our people.

We aim to manage the risks associated with fatigue through education, advice, a fatigue risk-aware culture and restrictions on working hours.

Principles

Fatigue is related to the duration and timing of sleep and can result in physical and/or mental effects akin to other forms of impairment. Fatigue in workers is associated with lower alertness and reduced performance. In addition to the impact on alertness, research has demonstrated a link between short sleep duration and a variety of medical conditions including diabetes, hypertension, cardiovascular disease and obesity.

Individual fatigue levels will vary but higher levels are generally caused by factors such as:

- Getting less sleep than you need
- Working when you should normally be asleep
- Sleeping during the day when you would normally be awake
- Long working hours
- Night time working
- Irregular hours and early starting times
- Medical sleep problems

Hours of Work

Kitcher Risk Solutions has set the following maximum working hours limits and minimum rest periods for employees:

- 12-hour maximum normal working hours (extension to 14 hours with the approval of the Director)
- 8-hour minimum rest period

Travelling time may be in addition to the maximum shift limits as long as minimum rest periods occur,

Responsibilities

The Director is responsible for:

- providing and maintaining a safe working environment
- educating employees on fatigue, its causes and effects
- promoting a workplace culture that is aware of fatigue and its effects, with employees able to manage their levels of fatigue while at work
- supporting employees who have medical sleep problems

Employees are responsible for:

- ensuring that they are free from the effects of fatigue when performing work
- Complying with client fatigue management and working hours' arrangements including, where relevant, arrangements aimed at complying with rail industry legislation and regulation.

This policy applies to all business operations and functions, including those situations where workers are required to work off-site.

Policy authorised by



Clare Kitcher, Director

Date: 1 July 2016
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