

Introduction

This statement sets out the policy of the company in respect of Managing Hours Worked to minimise fatigue for 'Safety Critical Work' carried out by any employee or subcontractor under our control, in compliance with current version of NR/L2/ERG/003 Management of Fatigue - Control of Changes in Working Hours Safety - Critical Work and the ROGS 2006 (Railway & Other Guided Transport Systems) 2006.

The key compliance requirements and implementation guidance of the above referenced standards are integrated into the following policy and associated documents also referenced within the policy to support effective control. All persons referred to above are to be made aware of the contents of this policy and become familiar with the conditions laid down.

Responsibility

The Company will take all reasonable measures to ensure that those persons referred to in 1.1 above are made aware of the contents of this policy and the effect of their continued employment by the company in the event of any breach of this policy.

The company will risk assess the scheduling of work patterns for safety critical workers following the HSE Fatigue Risk Assessment guidelines and conditionally formatted spreadsheet, available in client area, to ensure minimum risk of fatigue is achieved and will monitor compliance on an ongoing basis, and If appropriate, this will be done in liaison with the client, particularly for labour supply of SCW (Safety Critical Workers).

Employees of the company will at all times exercise diligence in monitoring their hours worked, including any other/additional employment working, to ensure overall compliance with the limitations detailed below.

Limits on Working Time

It is a condition of employment with the company that all persons referred to above shall comply with the door to door travel guidance note Standard NR/GN/INI/001 (up to 2 additional hours travelling time).

- No more than 12 hours to be worked per period of duty/shift.
- No more than 72 hours to be worked in any 7-day period.
- A minimum of twelve hours rest between booking off from a period of duty/shift to booking on for the next period of duty/shift.
- No more than thirteen periods of duty to be worked in any 14-day period.
- For TFL contracts no more than 6 shifts in any 7-day period.
- For TFL contracts no less than eleven hours rest between booking off from a period of duty/shift to booking on for the next period of duty/shift.

The company will not accept any deviation from the above conditions unless emergency conditions prevail, in which case a risk assessment will be carried out to ensure necessary additional working hours to those rostered are in compliance with current Network rail Group and Company Standards.

No other employment working times should impact on the above to either exceed the limitations or compromise the flexibility of the workforce of the company.

Compliance

In order to comply with this policy and to maintain the stated and accepted standards of the company, those persons referred to above should, at all times:

- Avoid, wherever possible, other employment work in the company.
- Notify the Hercules Rail Team should other employment working times impact on the limitations outlined.
- Refer to the Hercules Rail Team should a more detailed review of the full document NR/L2/ERG/003 be required to ensure full understanding and compliance.

The responsibility for the implementation of this policy lies with the Managing Director. The Managing Director shall review this policy annually or following significant changes.



Brusk Korkmaz, Managing Director
Hercules Site Services Ltd

Approved on: 01/01/2021



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