

# Fatigue Management Policy

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## Purpose of the Policy

The purpose of this policy is to ensure that the health, safety and welfare of all Carmichael<sup>UK</sup> employees and contractors is managed appropriately and in accordance with all legislation and guidance.

Management of fatigue plays a crucial role, alongside other tools, to help employees and contractors to perform at their best on site. When employees and contractors are not tired, the number of fatigue-related injuries and incidents is reduced. This policy outlines the procedures for measuring fatigue, educating the workforce about it, and controlling the risk associated with it.

## Policy Scope

This policy is applicable to all employees and contractors of Carmichael<sup>UK</sup> who are carrying out duties on behalf of Carmichael<sup>UK</sup> for a client of the company.

## Policy Elements

The company will comply with the following legislation and guidance in respect of managing the risk posed by fatigue in the workplace:

- The Health and Safety at work Act 1974
- The Railways and Other Guided Transport Systems (Safety) Regulations
- The Management of Health and Safety at Work Regulations
- Health and Safety Executive guidance
- Sector specific guidance
- Client stipulations and site specific requirements

Carmichael<sup>UK</sup> will identify all safety critical employees and contractors and any other person who may be affected by fatigue. This cohort will be subject to fatigue management processes and procedures that will:

- Measure and record their fatigue regularly in respect of shift and working patterns
- Educate them about the risks involved when people are fatigued on a construction site
- Educate them about the elements that may lead to fatigue
- Educate them about how to mitigate the risk of fatigue
- Take immediate action to remove the risk when fatigue is identified
- Ensure that any identified breaches are investigated, and remedial actions are taken

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## Responsibilities of Carmichael<sup>UK</sup>

Carmichael<sup>UK</sup> has a duty of care for all of its workers. It is responsible for implementing appropriate process and procedures to manage the risk of fatigue in the workplace on a daily basis. It is the responsibility of Directors, Operations Managers, Compliance Managers, and Delivery Managers involved with the supply of workers to ensure that they adhere to this policy and the processes and procedures associated with it.

## Responsibilities of Employees

Employees and contractors are responsible for complying with the procedures and processes relating to the management of working hours, travel time, door to door time, and fatigue and shift guidance. Employees and contractors are responsible for attending toolbox talks and implementing the abiding by the guidance provided in the toolbox talks. They must at all times comply with the requirements of this policy and work in collaboration to help alleviate the risks posed by fatigue in the workplace.

## Approval & Review

This policy will be reviewed once a year to ensure continuing suitability with business requirements. As necessary additional alterations may be made from time to time in the light of legislative changes, operational procedures, or other prevailing circumstances.

This policy has been approved by the Board of Directors to ensure it is fit for the purposes of the business.

