

Managing Fatigue Policy Statement

Fatigue has been identified as a potential causal factor in incidents and accidents. Fatigued individuals may suffer reduced vigilance and alertness, increased errors, impaired decision making, and a general deterioration in mood and motivation. The following elements all have a potential to adversely impact on a person's status of fatigue:

- the workload and the working environment.
- irregular shift patterns.
- control of overtime.
- on-call working.
- recovery time during periods of duty (breaks); and
- traveling times and distances.

Our aim is to prevent any risk of fatigue, and to help us achieve this, we shall:

- identify the workers who may be affected.
- plan acceptable working patterns, and individually risk assess all unforeseen exceedances.
- provide appropriate information and guidance to our employees.
- monitor working hours of our employees; and
- take immediate action when employees do show signs of, or report that they are fatigued.

The following limits are mandatory for railway and safety critical employees. Failures to adhere to the guidance below may result in **disciplinary action** being taken against all those concerned.

- Door-to-door duration should not exceed 14 hours (place of rest, working shift, to place of rest).
- A shift must not exceed 12 hours maximum.
- A rest period must have 12 hours minimum between shifts.
- A maximum of 72 hours in a working week, and
- No more than 13 consecutive shifts worked in a 14-day period for NRMI.

To ensure the working hours are not exceeded, the following exceedance trigger conditions that are the foundation of the exceedance management process shall also be used:

- 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 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 during daytime and night-time working.



Brian Reynolds
Chief Executive Officer

Review due by 31st January 2024

