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## **Fatigue Management Policy**

As part of our overall Health and Safety Policy, Durey Castings Limited recognizes that fatigue is a major health and safety risk that we must effectively control. We are committed to managing and mitigating fatigue risks and ensuring that our staff receives enough rest to perform their duties safely, thereby reducing potentially dangerous mistakes or actions that could affect employees, visitors and members of the public.

Fatigue can be caused by many factors, for example – job design and workload, the working environment and number of hours worked.

Fatigue can reduce mental alertness and concentration and affect performance and perception of risk. To avoid this, the Company ensures that:

- ✓ Staff know how many hours of work their job involves and do not exceed these.
- ✓ Staff are encouraged to take regular rest breaks throughout the day in addition to their meal and refreshment breaks.
- ✓ Driving hours are regulated by a digital tachograph which is monitored by the FTA.
- ✓ Staff do not work at weekends.
- ✓ Staff are encouraged to have regular eye tests.
- ✓ Staff take their full holiday entitlement.
- ✓ Management monitor the workloads to ensure that staff are not overloaded.
- ✓ Management offer discretionary time off for personal and family commitments within the working day to leave personal time free for rest.
- ✓ The working environment is comfortable eg. Good ventilation, lighting and temperatures.
- ✓ Chairs are adjustable and equipment is positioned at the correct height.
- ✓ Encourage staff to be vigilant in looking out for the signs of fatigue and recognising symptoms in their fellow workers.
- ✓ Management are authorized to prevent any member of staff commencing their work or continuing their work if they believe the person is unfit due to fatigue.

This policy runs in conjunction with other Company Policies:

- Health and Safety Policy
- Alcohol and Drugs Policy
- Drive Safe Policy
- Stress Policy

