

Fatigue Management Policy

Purpose

The purpose of this policy is to ensure the health, safety, and wellbeing of all employees working in the construction industry, including those operating heavy machinery. Fatigue is a significant risk factor for accidents and errors. This policy sets out measures to manage and mitigate fatigue risks in compliance with UK legislation.

Scope

This policy applies to all employees, contractors, and subcontractors engaged by Foundation Personnel who are working on construction sites or operating heavy machinery.

Policy Statement

Foundation Personnel is committed to managing fatigue through proactive monitoring, safe work practices, and compliance with UK legal requirements. Managing fatigue is essential to prevent accidents and maintain safe operations at all times.

Procedures and Measures

Working Hours Monitoring

- All hours worked are accurately recorded on timesheets.
- Daily and weekly hours are reviewed to ensure compliance with the Working Time Regulations 1998 (WTR) and contractual limits.
- Maximum weekly hours are 48 (averaged over 17 weeks) unless an employee has formally opted out.
- Overtime is monitored to prevent excessive fatigue.

Rest Breaks and Rest Periods

- Employees working more than 6 hours are entitled to a minimum 20-minute break.
- Daily rest: employees must have 11 consecutive hours rest in every 24-hour period.
- Weekly rest: employees must have 24 consecutive hours, in addition to daily rest (total 35 hours uninterrupted).
- Night workers (if applicable) are limited to 8 hours per 24-hour period, with health assessments provided.

Shift Scheduling

- Rosters are designed to minimize fatigue risk.
- Long consecutive shifts and night work are assessed for fatigue impacts.
- Shift patterns and hours are reviewed regularly.

Fatigue Risk Assessment

- Fatigue risk is considered as part of site risk assessments under CDM 2015 and the Management of Health and Safety at Work Regulations 1999.
- High-risk tasks, including operation of heavy machinery, are specifically assessed.

Heavy Machinery Operations

- No employee may operate heavy machinery while fatigued.
- Operators must report any signs of fatigue to their supervisor immediately.

- Supervisors must ensure machinery operators are fit for duty and comply with mandatory rest periods.

Fatigue Reporting and Escalation

- Employees must report fatigue concerns to supervisors or management immediately.
- Management will take appropriate action, such as adjusting shifts or providing additional rest.
- To date, no serious fatigue-related incidents have been recorded.

Education and Awareness

- Employees receive training on recognizing fatigue, its impact on safety, and strategies to manage it effectively.
- Toolbox talks and awareness campaigns are conducted regularly to reinforce safe practices.

Policy Compliance and Review

- Compliance with this policy is mandatory for all employees.
- Non-compliance may result in disciplinary action.
- The policy will be reviewed annually or following any fatigue-related incident to ensure continued effectiveness.

Responsibility - Employees: Follow working hour limits, take rest breaks, report fatigue, and operate machinery safely. - Supervisors/Management: Monitor working hours, ensure adherence to rest periods, conduct fatigue risk assessments, and take action when fatigue risks are identified.

Signed: 

Name: WILL JAMES

Position: MANAGING DIRECTOR

Date: 06.02.2025