

## Fatigue Risk Management Policy

Fatigue has been identified as a root cause of many major accidents. Kilmac fully recognises the potential adverse effect on any member of staff arising from excessive travel, excessive working hours and poorly planned shift patterns. Fatigue can result in a decline in mental and physical performance, slower reactions, reduced ability to process information, memory lapses, absent-mindedness, decreased awareness, lack of attention, underestimation of risk, and reduced coordination. All of the foregoing can lead to a dangerous situation of increased likelihood of accidents happening both within and out-with the workplace.

Kilmac will ensure to reduce fatigue as low as practicably possible, however each staff member has a duty of care to themselves and others, and the following procedure is in place to achieve this.

- Staff member is not to be fatigued prior to travelling to work due to insufficient rest.
- If daily work shift duration is 12 hours or more, then overnight accommodation, at a location close to the working area, will be arranged.
- If the combined time of working hours plus travel time is equal to or greater than 12 hours, then the allocated drivers of vehicles must take additional breaks during the working hours, or stop work earlier than the rest of the squad, so that they do not exceed 12 working hours.
- No driver is to drive when feeling tired.
- Maximum journey time, without a stop and rest for 15 minutes, to be no more than a 2 hour duration.
- Driving is to be shared on longer journeys, in excess of 4 hours.
- Where works are required to take place over a long period of time (e.g., concrete floor pour & finishing) then the squad carrying out the task shall be split so that the total works day duration does not exceed 12 hours. I.e., it will be different operatives that pour the floor than the ones who will then attend site at a later time to complete the finishing.
- Kilmac will plan shifts correctly and safely. Additional factors may need to be taken into account when planning the working week.
- Travel time from a place of rest (e.g., home or lodgings) will be taken into account before the allocation of a particular shift is considered.
- The member of staff must not undertake or attempt to report for duty if they have worked within the preceding 12 hours unless a risk assessment has been conducted and suitable controls implemented.

A handwritten signature in black ink, appearing to read 'Richard Kilcullen', with a horizontal line underneath.

Richard Kilcullen

Kilmac Director

Date: 01.11.23