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WORKING HOURS POLICY

This policy applies to all operatives who undertake work on Network Rail Controlled infrastructure.

In order to prevent fatigue, the company has considered the requirements of Railway Group and Network Rail Company Standard Rail Contract Requirements and NR/SP/ERG/003 - Control of Excessive Working Hours for Persons Undertaking Safety Critical Work.

The company has set the following working time limits set limits:

- Maximum shift length of 12 hours.
- Minimum rest between shifts 12 hours.
- Maximum of 72 hours worked in any 7 day period.
- Maximum of 13 days continuous in any 14 day period.

Operatives working patterns will be monitored on a daily basis in order to prevent non-compliance with the working hours requirements. In order to prevent operatives from working over 72 hours in a week and to ensure that the 14th day in every work cycle is a rest day, the daily hours worked will be logged on a spreadsheet which is used to monitor each cycle of work.

If a timesheet is returned detailing a non-compliance with the working hour's requirements the operative and supervisor will be questioned over the reason for and duration of the non-compliance.

A request at site for exceedance of working shift must be reported to the company prior to permission been granted.

May 2011



SIGNED: _____

Managing Director