

LAND RECOVERY

WORKING HOURS POLICY

Land Recovery Ltd and Land Recovery Rail Ltd are committed to enforcing an effective Hours of Work Policy in accordance with The Working Time Directive, The Railways & Other Guided Transport Systems (Safety) Regs, Network Rail Company Standard NR/L2/OHS/003 Fatigue Risk Management. We recognise the importance of such a policy in its contribution towards ensuring the health and safety of our employees, sub-contractors, and all those affected by our works.

Land Recovery Ltd and Land Recovery Rail Ltd (from herein all references to Land Recovery Ltd also apply to Land Recovery Rail Ltd) will take all measures as far as is reasonably practicable to ensure that all workers are aware of and adhere to the guidelines for hours of work.

This policy is supported by procedures LRLP032 Rostering and Fatigue Management and LRLP041 Tachograph Compliance.

Workers will not exceed 48 hours of work per week (averaged over 17 weeks) unless they have agreed in writing to opt-out. Only workers over the age of 18 are able to opt-out of the Working Time Directive. Land Recovery Ltd will ensure that records of opting-out are retained for a minimum of 2 years from the date in which they are made.

All workers are responsible for ensuring they have had sufficient rest before reporting for work such that their ability to carry out their duties safely is not unacceptably impaired. Any person who, during their shift, finds that safety is being compromised by their tiredness is to report immediately to the Site Supervisor.

Land Recovery Ltd will ensure that where a worker is not able to work or continue to work due to fatigue, that control measures are put in place and applied.

Land Recovery Ltd requires that all workers shall not exceed the following when working on Network Rail Management Infrastructure:

- Door to door time shall not be planned to exceed 14 hours
- No more than 12 hours per shift of work
- No more than 72 hours to be worked per calendar week, where possible this will be limited to no more than 60 hours per calendar week
- A minimum rest period of 12 hours between shifts of work
- No more than 13 turns of duty to be worked in a 14-day period
- A Fatigue Risk Index (FRI) fatigue score of 35 during daytime or 45 during night time hours.
- A Fatigue Risk Index (FRI) risk score of 1.6 (regardless of daytime or night time working)

Work will be planned to ensure that the risk of fatigue is reduced as low as reasonably practicable, not exceed the above criteria, and not jeopardise the safety of workers.

Land Recovery Ltd will ensure that any exceedances that do occur will be assessed, recorded, and authorised where suitable control measures can be put in place. Exceedances will be retained and reviewed, identifying any trends and taking appropriate action to stop these reoccurring.

Land Recovery Ltd requires that all HGV drivers abide by the working time rules set out in the Drivers Hour's Rules Regulation (EC 561/2006).

Land Recovery Ltd will ensure that any young workers, (those above school leaving age, but under the age of 18) will:

- Not exceed 8 hours of work per day
- Not exceed 40 hours of work per week
- Have a rest break of at least 30 minutes where the working day is longer than 4.5 hours
- Have a 48-hour rest period in each 7 day period

The Managing Director and Directors fully support this policy and will actively communicate and promote the importance and relevance of it to all our staff.

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This policy will be made available to all staff at induction, via the Company One Drive and on company notice boards. The Policy is available to view by interested parties via Land Recovery Ltd upon request.

This policy shall be reviewed as a result of any significant changes or at least annually as part of the Management Review process defined in the Land Recovery Ltd Business Systems Manual.

Signed



Dan Beecroft

Date

January 2024

Title

Managing Director