



Fatigue Management Policy

Effective Date: January 2025

Company Name: KMS (Europe) Ltd

Purpose:

KMS (Europe) Ltd is committed to promoting a safe and healthy working environment by managing and mitigating risks associated with employee fatigue. Fatigue can impair safety, productivity, and overall well-being, increasing the risk of accidents and errors. This policy outlines our approach to minimising fatigue-related risks and ensuring employees remain alert, focused, and healthy while performing their duties.

Commitment:

KMS (Europe) Ltd is committed to:

- **Providing a Safe Work Environment:** Identifying and mitigating fatigue-related hazards to prevent injury or ill health.
- **Compliance:** Adhering to all applicable legislation, industry standards, and best practices regarding working hours and rest periods.
- **Proactive Risk Management:** Assessing work schedules, shift patterns, and workloads to minimise fatigue risks.
- **Training and Awareness:** Educating employees and managers on recognising the signs of fatigue and the importance of adequate rest.
- **Mental Health Support:** Offering advice and support to employees to manage stress and improve sleep health.
- **Continuous Improvement:** Reviewing fatigue management strategies and incorporating feedback to optimise performance and safety.

Responsibilities:

- **Managing Director:** Ensures effective monitoring, compliance, and review of the fatigue management policy.
- **Managers and Supervisors:**
 - Monitor work schedules, shift patterns, and workloads to reduce fatigue risks.
 - Encourage breaks and adequate rest periods.
 - Provide education and guidance on fatigue management.
 - Respond promptly to reports of fatigue-related concerns from employees.
- **Employees:**
 - Take personal responsibility for managing their rest and alertness.
 - Inform supervisors if they are experiencing excessive fatigue that may impact their ability to work safely.
 - Cooperate with management to ensure compliance with work schedules and safety measures.

Work Schedule Guidelines:

- Ensure that work schedules adhere to legal rest periods and working hours.
- Limit consecutive shifts and encourage adequate breaks between shifts to promote recovery.
- Encourage employees to take rest breaks, mainly for high-concentration or physically demanding tasks.

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Fatigue Risk Assessment:

- Regularly assess job roles and activities to identify fatigue-related risks.
- Evaluate the effectiveness of shift rotations and adjust schedules where necessary.
- Ensure additional assessments following incidents potentially related to fatigue.

Reporting and Communication:

- Employees are encouraged to raise concerns about fatigue or related risks without fear of reprisal.
- This policy will be displayed on safety notice boards and communicated to all employees.
- Updates and improvements to this policy will be shared during regular team meetings.

Governance and Review:

This policy will be reviewed annually and updated to reflect evolving best practices and employee feedback.

Contact Information:

For questions or concerns about this policy, please get in touch with us at:

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Signed:		Emlyn Cole-Jones
January 2025	MANAGING DIRECTOR KMS (EUROPE) LTD	

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