



# READYPOWER

ENGINEERING LTD

NUMBER ONE FOR PLANT HIRE  
OPERATED AND SELF DRIVE HIRE

Date: 20<sup>th</sup> March 2007

## SAFETY BRIEFING

### Working hours for work on Network Rail Infrastructure

Under the current legislation we have obligations to monitor the amount of work done in any 1 week when working on the railway infrastructure.

Both **you** and **your employer** have a joint responsibility in the rostering process.

The patterns of shift work are as follows:

- No more than 72 hours of work per week
- A break in between shifts of 12 hours. If this is less and you are asked to work then the risk assessment procedure must be followed as if you were asked to overrun your rail shift, see below. You may also be allowed a shorter break of as little as 8 hours if starting a week's work and relieving someone from the previous week.
- A maximum planned shift of 12 hours in duration, but exceedences may be authorised by calling the manager on-call on 01923 264593. This would be applicable for unplanned activities or circumstances beyond our control that cause an over-run. In those circumstances **the customer** must perform a risk assessment by filling in the Rail Shift Overrun pad that is issued to each rail operator and **the customer** must contact the Manager on-call to discuss the situation.
- No more than 13 shifts in 14 days, however we normally control this by rostering a rest day every 7 days.

If you are asked to work shift patterns that contradict the above rules then you are to bring this to the attention of your Rail Manager immediately, highlighting the reasons.

All these details have been provided during induction to each member of staff in the Working Hours Policy and are also listed in the rear of your Company Handbook in the Health & Safety section.

If you have any questions or queries regarding this topic please direct them to your Manager or directly to me at Wokingham office.

Andy Young  
SHEQ Director