

Policy

In some areas and activities of Bitu-mill fatigue impaired performance may have a catastrophic effect on employee and other's safety. Bitu-mill manages the risks associated with work hours and fatigue through the utilisation of risk assessments and fatigue management strategies (sensible rosters, education, etc.)

Risks are measured, monitored and mitigated to reduce the risk of endangering employees and others.

Our Desired Outcomes

- Prevention of fatigue related accidents with acceptable impact on operational flexibility
- Our practices will be based on a non-descriptive model that is derived rationally, operationally flexible; and risk based.
- Controls shall be appropriate to the work risk profile, by acknowledging and understanding the unique operational requirements and satisfaction of client requirements.
- Bitu-mill rostering takes into consideration fatigue monitoring all proposed and actual work hours to determine work related fatigue associated with hours of work.
- To work with the client employees, individuals and sub-contractors to deliver projects on time whilst taking measures to monitor and control fatigue management in co-operation with all involved.

Fatigue Management

We shall proactively measure, mitigate and manage the risks associated with fatigue.

Appropriate measures, supporting procedures and training will ensure employees are not rostered to work shifts that will cause unacceptable levels of work related fatigue.

The most critical factor in managing fatigue is gaining adequate restorative sleep. In this regard both Bitu-mill and its employees and subcontractors have a shared responsibility.

- Bitu-mill shall ensure where possible that Employee rosters allow adequate breaks for necessary recovery between shifts.
- Individuals have a duty of care to ensure adequate sleep is obtained between shifts so that they are fit for duty for the entire shift.
- Individuals have a responsibility to notify management should they feel that they have had inadequate rest breaks, are under the influence of drugs, alcohol (Drug and Alcohol Policy will apply) or are feeling fatigued, so that other duties may be performed or a further rest period given before commencing on the worksite.
- Where our client has clear policies and practices we shall consider their direction and follow either our practices or theirs whichever presents the lower risk. (I.e. If the Client directs a maximum shift length we shall follow the client's direction, and in such circumstance hold the Client equally accountable for management of fatigue on site.
- In the reverse we should follow our own assessment.

Bitu-mill

IMS Management System

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Sub-contractor policy

Sub-contractors must agree to maintain a working fatigue management practice that complies with the WHS Act 2011, OHS Act 2004 and meets requirements as set out from time to time by Roads and Maritime Services, ensuring that all drivers, machine and plant operators, employees and labour provided to Bitu-mill by the subcontractor have had appropriate rest periods between shifts.

The sub-contractor warrants Bitu-mill that the sub-contractor has, before sending individuals to a Bitu-mill site, assessed the potential risk of injury or harm to the individual or others in relation to matters of fatigue, or other impairment included but not limited to drugs and alcohol or use of both non-prescriptive and prescriptive medications.

The sub-contractor shall not send any individual to site who is subject to fatigue or other impairment, where such fatigue or impairment may cause damage, harm, injury or even death to the individual, others or assets on a Bitu-mill site.

Should a sub-contractor, individual or employee have concern or have signs of fatigue on site, the individual concerned must meet with Bitu-mill site supervisor or contact Bitu-mill Management to discuss and implement appropriate measures to combat the impact of the fatigue. This may include but not be limited to implementing a managed rest period, sending the individual off site, providing for a replacement operator or terminating the day's work in consultation with the sub-contractor and principle client.

This policy will be reviewed every two years.

By Stephen Hill

Date: 22/3/2016

General Manager

Bitu-mill

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