

Working Time and Drivers Hours Policy

(Driver Fitness and Health)

Purpose

The purpose of this policy is to ensure all employees are aware of the Working time and Drivers hour's regulations set down by the European working time directive.

48 Hour Week

Drivers Hours are recorded every week to ensure that we are in line with the 48 hour week. Each period last for 26 weeks and although drivers can work for 60 hours, each driver must average 48 hours before the end of the 26 hour period. When it becomes evident that a driver will exceed an average of 48 hours we reserve the right to stand the driver down.

The basic rights and protections provided for HGV drivers by this health and safety legislation are complicated and include in brief:

- a limit of an average of 48 hours work a week, up to maximum of 60 in any one week
- a limit of an average of 8 hours work in 24, but no more than 10
- a right for night workers to receive free health assessments
- a right to 11 hours rest a day
- a right to a day off each week
- a right to an in-work rest break if the working day is longer than six hours
- a right to four weeks paid leave per year

Tachograph Regulations

A tachograph records information about driving time, speed and distance. They're used to make sure drivers and employers follow the rules on driver's hours.

All Tachograph regulations must be adhered to. Digital tacho's need to be downloaded every week. If you go over your time a print out must be taken and a clear explanation written.

Tachograph Rules

Tachograph rules can be found in the red drivers folder which can be found in each Dowse Vehicle or the Safety folder in the main office, alternatively you can find the latest copy at <https://www.gov.uk/drivers-hours>.

Emergency Exemption & Temporary Relaxation of Drivers' Hours and Working Time Rules.

Under the domestic rules an emergency is considered to be an event which needs immediate preventative action to avoid:

- Danger to life or health of people or animals;
- Serious interruption to the maintenance of public services (e.g. water, gas, electricity, drainage) or in the use of roads;
- Serious interruption in private or public transport; or
- Serious damage to property.

Breaks

Drivers must adhere to the drivers rules regulations, however as driver safety is a priority to Dowse Haulage Ltd we understands the need for breaks when a driver is tired or because of fatigue but should be deducted off you timesheet accordingly if over the legal requirements.

If you find that you are repeatedly getting tired, or have any fitness issues that may affect your entitlement and ability to drive please inform your manager and we will look at reducing your workload to assist you.

Reason for this Policy

Dowse Haulage Ltd is committed to your safety, but we must also consider the safety of other road users; in particular Pedestrians and cyclist. As a driver you have a duty of care to other road users. This is particularly vital within the urban environment where vulnerable road users are at a greater risk

The Working Time and Driver Hours are there to provide a safer working environment for everyone.