



FATIGUE MANAGEMENT POLICY

ALTIUS LIFTS LTD understands that fatigue is identified as a factor that contributes to accidents and incidents. It can lead to reduced vigilance and alertness, increased errors, impair decision making and cause deterioration in mood and motivation.

We recognise that there are human performance risks from fatigue which may cause accidents and that fatigue cannot be overcome by an individual making more effort.

We take all reasonable steps to ensure that all employees and suppliers are aware of the risks surrounding fatigue and our company procedures for the management of these risks.

We are committed to planning and implementing suitable working patterns as well as collecting and reviewing associated data on hours worked.

Fatigue management is joint responsibility and full cooperation, communication and consultation is required between all relevant employees, sub-contractors and suppliers.

All our employees and sub-contractors are encouraged to honestly discuss and communicate any fatigue issues that they may have.

We ensure our senior managers recognise fatigue management is a continuous improvement system and requires ongoing commitment and support to ensure effective ongoing control of fatigue.

We are committed to involving employees and subcontractors in implementing and monitoring our fatigue control measures. So, we encourage employees to:

- Make appropriate use of breaks in the working pattern to obtain sufficient sleep to carry out their work safely including taking future working times into account when planning their personal lives.
- Take reasonable steps to ensure that their sleeping patterns, nutrition, use of caffeine, alcohol, drugs and medications and travel arrangements do not adversely affect their ability to work safely.
- Participate in fatigue related education and training activities we arrange.
- Inform their immediate manager / supervisor immediately if they believe they or their work colleagues are too tired or may become too tired to carry out their duties safely.
- Declare any second jobs they have which could reasonably be expected to affect their level of fatigue and consequent ability to carry out their work safely.
- Inform their immediate manager / supervisor if they become aware they may have a condition (sleep disorder etc.) which could make them more liable to suffering fatigue at work.
- Report any other concerns they may have regarding risks from fatigue.
- Cooperate with other reasonable requirements or requests which are aimed at controlling the risks from fatigue.



This Policy should be considered in conjunction with our rules and limits in relation to hours worked. We will review this policy at least annually or as and when required.

It will be briefed to all employees and acknowledged both on induction and following any policy changes. It is also available to suppliers, contractors, clients and the public if required.

Arrangements for Dealing with Fatigued Workers

Where we have a reasonable belief that one of our workers is fatigued, we will not ask them to work without ensuring they have had appropriate rest first. In addition, where someone is already working and there is a reasonable belief they may be suffering from fatigue we will suspend them from work until such time as they have had sufficient rest to be able to carry out their duties. This is done to protect their own health and anyone else they are working with who could be affected by their undertaking.

We will provide employees and managers with relevant training and instruction on recognising the symptoms of fatigue, the causes and situations where it could occur to enable them to recognise fatigue when it occurs.

Signed by the Executive Responsible for Fatigue Management:

Paula Bettridge

Paula Bettridge
Managing Director
Altius Lifts Ltd
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