



FATIGUE MANAGEMENT POLICY

NWH Group Limited
Reviewed- January 2026

NWH Group is committed to ensuring all its employees' health, safety, and well-being. This policy outlines the procedures to manage and mitigate fatigue-related risks, ensuring employees remain fit for duty and return to work safely following an injury.

2. Scope

This policy applies to all employees, contractors, and visitors at all NWH Group sites and operations.

3. Definitions

Fatigue: A state of physical and/or mental exhaustion which reduces a person's ability to perform work safely and effectively.

Fitness for Duty: The ability of an employee to perform their work tasks safely and effectively without risk to themselves or others.

Injury Case Management: Procedures to manage employees' return to work following an injury, ensuring compliance with jurisdictional requirements.

4. Responsibilities

Managers and Supervisors: Ensure compliance with this policy, monitor employees for signs of fatigue, and provide necessary training.

Employees: Adhere to the policy, report any signs of fatigue, and participate in training programs. **Human Resources:** Provide support and resources for fatigue management and injury case management, including return-to-work accommodations.

5. Fatigue Management Procedures

5.1. Training and Awareness

Training Programs: All employees will undergo training on the signs, symptoms, and effects of fatigue, as well as strategies to manage fatigue.

Awareness Campaigns: Regular awareness campaigns will be conducted to educate employees about the importance of adequate rest, stress management, and maintaining fitness for duty.

| Document Title | Issue No | IMS Ref |
|---------------------------|----------|---------|
| FATIGUE MANAGEMENT POLICY | 14 | P 21 |



FATIGUE MANAGEMENT POLICY

5.2. Signs and Symptoms of Fatigue

Employees will be trained to recognise the following signs and symptoms of fatigue:

Physical: Yawning, heavy eyelids, micro-sleeps, slow reaction times.

Mental: Difficulty concentrating, memory lapses, impaired decision-making.

Emotional: Irritability, mood swings, decreased motivation.

5.3. Stress Management

Mental Stress: Employees can access counselling services and mental health support.

Physical Stress: Ergonomic assessments and adjustments will be provided to reduce physical stressors.

5.4. Working Hours

Shift Work: Shifts will be scheduled for adequate rest periods between shifts. Employees will not work excessive hours or double shifts without sufficient rest.

Hours of Service: Employees will adhere to legal and company limits on service hours to prevent fatigue.

5.5. Return to Work Accommodations

Employees returning to work after fatigue or stress will undergo an assessment to ensure they are fit for duty.

Adjustments, such as modified duties or reduced hours, will accommodate employees recovering from fatigue. OH, support will also be offered.

6. Injury Case Management Procedures

6.1. Reporting and Documentation

All injuries must be reported immediately to the supervisor and documented in accordance with company procedures.

6.2. Medical Assessment

| Document Title | Issue No | IMS Ref |
|---------------------------|----------|---------|
| FATIGUE MANAGEMENT POLICY | 14 | P 21 |



FATIGUE MANAGEMENT POLICY

Injured employees will undergo a medical assessment to determine the extent of the injury and the required recovery period.

The assessment will guide the development of a personalised return-to-work plan.

6.3. Return to Work Plan

Individualised Plan: A return-to-work plan will be developed for each injured employee, outlining the steps and accommodations necessary for their safe return to work.

Accommodations: Adjustments to duties, working hours, and work environment will be made to support the employee's recovery.

Monitoring and Support: Regular check-ins will be conducted to monitor the employee's progress and adjust the return-to-work plan as necessary.

6.4. Compliance Requirements

The return-to-work process will comply with all relevant requirements, including health and safety regulations.

7. Review and Continuous Improvement

This policy will be reviewed annually and updated to ensure its effectiveness.

Feedback from employees and supervisors will be incorporated to improve fatigue management and injury case management procedures.

8. Communication

This policy will be communicated to all employees and will be available on the company's intranet and notice boards.

Signed:

Date: 15/01/2025

Gavin Money

Managing Director

| Document Title | Issue No | IMS Ref |
|---------------------------|----------|---------|
| FATIGUE MANAGEMENT POLICY | 14 | P 21 |