

FOLEY LOGISTICS PTY LTD

FATIGUE MANAGEMENT POLICY

ABN 84 678 819 504

○ POLICY STATEMENT

Foley Logistics is committed to providing a safe, compliant and responsible working environment by effectively managing fatigue risks for all heavy vehicle drivers, crane truck operators and personnel involved in transport operations.

Fatigue is a critical safety issue in the road transport industry. It affects alertness, judgment, and reaction time, and contributes significantly to workplace and road-related incidents. Effective fatigue management is therefore essential to ensuring the safety of our workers, customers, and the wider community.

This policy outlines Foley Logistics' commitment to incorporating fatigue management principles into daily operations in accordance with:

- Queensland National Fatigue Regulations
- NHVAS Fatigue Management Standards (where applicable)
- Workplace Health & Safety Legislation
- Relevant state fatigue legislation
- Industry best practice for heavy vehicle and crane-truck operators

○ OBJECTIVE

The objective of this policy is to:

- Prevent workers from being placed in situations where fatigue creates a safety risk
- Ensure driving schedules and workloads support safe working hours
- Encourage open reporting of fatigue concerns without fear of reprisal
- Provide systems and processes that support safe decision-making
- Continuously monitor, review and improve fatigue management practices

○ FATIGUE MANAGEMENT PRINCIPLES

Foley Logistics incorporates fatigue management into its operational structure through the following core elements.

○ WORK TASK SCHEDULING

Fatigue risks are managed by thoughtful planning, scheduling, and rostering that consider:

4.1 Realistic Timeframes

- The time required to complete tasks safely
- Actual time historically required for similar work
- The nature of crane operations, site delays, traffic conditions and unforeseen issues

4.2 Loading, Unloading & Queuing Delays

- Allowances for site congestion
- Time required for load restraint, inspections and paperwork

4.3 Adequate Rest & Recovery

- Ensuring workers take all legislated rest breaks
- Providing realistic gaps between shifts to allow proper recovery
- Avoiding scheduling patterns that contribute to cumulative fatigue

4.4 Cumulative Fatigue

Schedules must consider:

- Hours worked across multiple days
- Frequency of early starts or late finishes
- Night-time operations and the natural impacts of circadian rhythms

4.5 Monitoring Driver Fitness for Duty

Drivers must be fit for work before operating any Foley Logistics vehicle. Supervisors will:

- Assess whether drivers appear fatigued
- Confirm drivers have taken appropriate rest
- Encourage early reporting of fatigue symptoms

○ DRIVER RESPONSIBILITIES

Drivers are required to:

- Present for work well-rested and capable of performing duties safely
- Take all legislated rest breaks and record hours accurately (work diaries where applicable)
- Notify management immediately if they feel fatigued or unable to safely complete a job
- Report hazards, delays or issues that may impact rest or scheduling
- Participate in fatigue awareness training
- Comply with all NHVR, WHS, and state fatigue regulations

Foley Logistics values driver experience and encourages open communication regarding workloads and fatigue risks, consistent with the original policy's consultative principles.

○ HEALTH, TRAINING & FITNESS FOR WORK

6.1 Health Monitoring

Drivers must maintain their personal health to ensure they are fit for duty.

This includes:

- Managing sleep
- Managing health conditions that may increase fatigue
- Avoiding medications that impair alertness unless cleared by a medical practitioner

6.2 Training & Awareness

Foley Logistics will provide:

- Fatigue management education
- Refresher training on safe driving hours
- Toolbox talks relating to sleep, diet, hydration and risk awareness

○ WORK ENVIRONMENT & SUPPORTING CONTROLS

Foley Logistics supports driver wellbeing through:

- Safe, clean, and functional amenities
- Access to rest areas when needed
- Clear communication channels for reporting fatigue
- Monitoring traffic, weather and operational conditions that may influence fatigue

We also acknowledge that delays can and do occur due to accidents, congestion, mechanical failure or customer site issues.

These delays will never justify unsafe driving or exceeding legal hours.

○ CONSULTATION WITH DRIVERS

Foley Logistics recognises the experience and expertise our drivers bring to the business.

We will:

- Consult drivers before major changes to scheduling or work systems
- Encourage feedback on fatigue risks or improvement opportunities
- Include drivers in reviews of operational practices
- Foster a culture where raising fatigue concerns is encouraged and supported

○ INCIDENT REPORTING & INVESTIGATION

All fatigue-related hazards, near misses and incidents must be reported immediately.

We will:

- Investigate all fatigue-related events
- Identify systemic issues contributing to fatigue
- Implement corrective and preventative actions
- Review and update scheduling practices where required

○ MONITORING, REVIEW & CONTINUOUS IMPROVEMENT

Foley Logistics will:

- Conduct quarterly reviews of fatigue management procedures
- Perform internal audits to ensure compliance with legislation and company policies
- Maintain documentation of all reviews, recorded in an Internal Review Report
- Update systems, guidelines, and training to reflect new risks or regulatory changes

○ DOCUMENT CONTROL

Document Code: FM-FL

Review Frequency: 12 Months

Approved By: Director – Foley Logistics

Next Review Date: May 2025

Signed for and on behalf of Foley Logistics Pty Ltd



Director Signature

Official controlled copy is the electronic version.