

**To: Contract Holders and HSE Team Leaders**  
**From: Corporate Road Safety (MSE/7)**

## **Fatigue Management Guidelines**

Dear Colleagues,

Fatigue plays a significant role in our driving operations and is identified as a contributory factor to majority of Motor Vehicle Incidents (MVIs) occurring in our concession area. Recent increase of rollover MVIs where the vehicles overturn on a straight section of the road is a clear indication of distraction and possible fatigue. PDO Corporate Road Safety Team has developed a simple guideline on how we can manage fatigue. Please disseminate this guideline to contractors. In addition to that, our team has prepared a presentation package that you can use for the work-stoppage with your workforce as soon as possible.

Fatigue management should incorporate the following activities:

- A positive working environment (culture) where the drivers/employees are encouraged to report tiredness.
- Provision of suitable drivers' rest area.
- Monitoring of driving/working/rest hours.
- "Buddy System".

A positive working environment can be achieved by raising awareness, campaigns and tool box talks.

Monitoring of driving and rest hours is normally achieved by the shift control and /or following a journey management plan or pro/active utilisation of the IVMS for PDO and Contractor drivers.

The provision of drivers' rest area plays an important role, especially in cases where fitness-to-work is identified as an issue, for example if the driver feels tired, reports tiredness or fails the pre-journey assessment. Rest areas should be identified / introduced for all long-haul journeys, taking into consideration the maximum driving time of four hours where the driver must stop and rest. Existing rest areas (e.g. petrol stations, restaurants along the route) should be utilised.

The "Buddy System" is a safety assurance process where someone from the passengers in the vehicle takes over the role of a co-driver and supports the driver by ensuring he is awake, alerted and concentrated on driving activity.

The "Buddy System" is considered to be an additional barrier for driver fatigue management and prevention of potential consequences that may result in MVI. By monitoring of driver's performance and behaviour, a co-driver is playing an active role in a journey safety assurance process.

The "Buddy System" may involve anyone to act as a co-driver; however there might be a preference based on the actual journey. The preference should be given to the experienced driver who is familiar with the potential route and hazards associated with the particular journeys. It is important that the co-driver is able to recognize the fatigue related warning signs. The co-driver must intervene when the fatigue warning signs are obvious and driver is:

- showing difficulty in focusing and frequent blinking
- yawning repeatedly or rubbing eyes
- not able to keep his head up constantly
- drifting from the lane, tailgating, or hitting a shoulder rumble strip
- showing signs of restlessness and irritation
- and in extreme cases, missing exits or traffic signs

The "Buddy System" should be used at all times if practical. It is required for all journeys beyond 20 kilometres when carrying additional passengers. The most critical period to apply "Buddy-System" is the Holy Month of Ramadan, when most of the drivers are fasting. Based on the effects of fasting and repeatedly disturbance of sleeping pattern, there is a preference that a "Buddy-System" consider a non-Muslim co-driver, whenever possible.

Best Regards,  
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