

17th May, 2010

Fatigue Management Mets Transport

Standard Fatigue Management – Melbourne

While operating under Standard Fatigue Management laws, we have the BFM operating manual and integrate many of these control documents into our procedures.

Basic Fatigue Management – Adelaide – (Audit complete, Registration pending)

The Adelaide operation of Mets Transport has been through all the Fatigue Management Training, and completed their audit. It is now ready to be registered for adherence to the BFM accreditation scheme.

The following guidelines illustrate our approach to managing Fatigue within our organisation.

It is governed by our Occupational Health and Safety Policy – and directly administered within the guidelines of Risk and Compliance Policies, as can be seen on our website. (www.mets.com.au)

1. Driver Assessment

- a. Suitability to job – Identifying Fatigue Risk (e 2 jobs?). Only Suitable drivers, low risk, are selected
- b. Fitness for Duty.
- c. Medical /Drug and Alcohol Screening
All drivers to undergo medical prior to permanent appointment.
Permanency considered after 3 month interval. All medicals include Drug Testing; Alcohol testing would only take place if cause shown.

2. Communication of Policy

- a. Monitoring of Driver hours through the day. Feedback and observance of the Policy reinforces the message. Drivers are vigilant and aware of their need to conform, and will pre-empt possible conflicts, and discuss with operations to find a solution.
- b. Reinforcing the Policy as part of the Mets culture. Through feedback and reference through daily operations.

3. Compliance Management

- a. Monitoring during the work day
- b. Auditing and daily review of ALL runsheets. Checked for:
 - i. Breaks taken
 - ii. Driving hour complianceTimesheet signed as checked. Non-conformances as below.
- c. Work Diaries completed attached to runsheets; filed.
- d. Recording Non-conformances
 - i. Communication of Non-conformance back to driver
 - ii. Recording the incident on timesheet and operations' response.
 - iii. Non Conformance Audit Report attached to timesheet.
 - iv. Filed.

4. Managing Changes to Risk

- a. Changes to Work Formats
- b. Alterations of Personal circumstances.

5. Going Forward

Mets is currently developing a new operating system which has integrated compliance for Fatigue Management. It will record and manage rest breaks and driving hours electronically. Speed and other compliance issues will also be managed within this environment.