

Night Workers

Date of first issue	Jan 2013
Document Reference	CM022
Version	2.0
Revised Date	Revised Oct 13

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Introduction

1.1 Context

The company is committed to ensuring that the relevant care and consideration is offered to all employees who work at night.

1.2 Purpose

The aim of this policy is to ensure employees working at night are being protected from the risks of such work, as per Safety, Health and Welfare at Work Act 2005 and The General Application Regulations 2007.

1.3 Scope

This policy is applicable to all managers within the company. The main points of this policy are included in the employee handbook.

Procedure

2.1 Definitions

“Night time” means the period between midnight and 7 a.m. on the following day.

“Night work” means work carried out during night time.

“Night worker” means an employee –

- a) Who normally works at least 3 hours of his or her daily working time during night time.
- b) The number of hours worked by an employee during night time, in each year equals or exceeds 50 per cent of the total number of hours worked by him or her during that year.

2.2 Risk Assessments

A risk assessment must be carried out to determine whether night work involves special hazards or imposes a heavy physical or mental strain on the employee concerned. A Night Worker risk assessment can be found within the ‘Risk Management’ folder of your on-line H&S management system.

The aim of the risk assessment is to determine if the night work has any specific effects or poses any particular hazards which could affect the safety and health of night workers. This will allow for the identification of required control measures, which will ensure that the health, safety and wellbeing of the employee is maintained.

2.3 Protective or Preventive Control Measures

An employer must appoint a competent person, preferably in the employer’s employment, to ensure the protection from and the prevention of risks to the safety and health of a night worker. This appointed person must review the wellbeing of the night worker at regular intervals and ensure that control measures required are put in place and maintained.

2.4 Health Assessments

Before an employee starts night work and at regular intervals whilst working as a night worker, the employer must offer the employee assessment by a registered medical practitioner, or a person under the medical practitioner's supervision to determine any adverse effects of night work on the employees' health.

This assessment must be provided free of charge to the employee.

The registered medical practitioner, or their nominee, will assess whether night work is having, or may have, a negative impact on the health of the employee. If a night worker becomes unwell for reasons connected with night work, the employer must reassign the employer to other duties to which he or she is suited and do not involve any other night work, whenever this is reasonably possible.

2.5 Additional Support

Additional support for managers and employees is available through the following:

- Business Manager
- Health & Safety Coordinator
- Human Resources Department