

Drivers

Code of Practice

- Whilst on assignment as a driver, you will be required to comply with the Client's reasonable instructions and accept the direction, control and supervision of any responsible person in the Client's organisation.
- You must carry your Driving Licence(s), Driver Qualification Card and Digital Tachograph Card with you at all times.
- You must inform the Driving Division immediately if you have any changes to your Driving Licence(s) e.g. endorsements or medical restrictions.
- You will be required to observe any relevant rules and regulations of the Client's organisation.
- You must inform the Client and the Driving Division of any accidents, incidents or near misses as soon as possible.
- You must adhere to all legislative requirements, including, but not limited to, the Road Traffic Act and EU legislation on drivers' hours.
- You must not engage in any conduct that is detrimental to the interests of Masstemp Ltd or any of its Clients.
- You must not at any time divulge to any person, not use for your own or any other person's benefit, any confidential information relating to the Client's or Masstemp Ltd's employees, business affairs, transactions or finances.
- You should take all reasonable steps to safeguard your own health and safety and that of any other person who may be present or be affected by your actions whilst working on assignment. It is essential that you comply with the Health and Safety policies and procedures of the Client that you are assigned to.

Hours of Work – Assimilated Rules and GB Domestic Rules

Period of work and breaks	The EU Rules	The GB Domestic Rules
Working time		
Day	9 hours in a day - this can be extended to 10 hours twice a week,	Maximum 10 hours' driving, both on and off the public road. (The day is the 24-hour period beginning with the start of duty time.)
Daily duty	N/A	Maximum 11 hours of duty, a driver is exempt from the daily duty limit on any working day when they do not drive. A driver who does not drive for more than 4 hours on each day of the week is exempt from the daily duty limit for the whole week.
Week	56 hours per week 90 hours in any two consecutive weeks	From 0000 hrs on a Monday to 2400 hrs the following Sunday.
Rest periods		

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Day	At least 11 hours rest every day (can be reduced to 9 hours rest 3 times between any 2 weekly rest periods)	Not specified but drivers should take breaks regularly and for sufficient time to ensure that they do not pose a risk to themselves or others.
Week	An unbroken rest period of 45 hours every week - you can reduce this to 24 hours every other week.	
Break		
Day	A break or breaks totalling at least 45 minutes after no more than 4 hours 30 minutes driving.	A break or breaks totalling at least 30 minutes after no more than 5 hours 30 minutes driving.
Week	Weekly rest after 6 consecutive 24-hour periods of working, starting from the end of the last weekly rest period taken.	

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