



POLICY Fatigue Management Policy

Purpose	Wiley is committed to providing a safe and healthy working environment.
Scope	This policy applies to Wiley employees, contractors, subcontractors, consultants, visitors and prospective employees.
Responsibility	Leaders, managers, and employees have responsibility for this policy.

METHODOLOGY AND CONSIDERATIONS

As part of Wiley's overall commitment to Health and Safety of all employees, contractors, and visitors, shall working together to prevent and manage hazards and risk associated with fatigue in the workplace.

Wiley Fatigue Management Policy is to manage the working hours and activities to manage the risks associated with fatigue in the workplace.

- Monitor and control working hours, to provide time arrangements that do not require excessive periods of wakefulness and work.
- Implement fatigue management plans with control strategies in consultation with employees, subcontractors, and consultants.
- Provide training and education for employees, contractors, subcontractors, and consultants to develop a common understanding of fatigue management.
- Develop a culture of shared responsibility for fatigue management.
- Promote a healthy lifestyle, both at work and at home.
- Conduct regular reviews to ensure that this policy is effectively implemented.

Through the commitment to our Fatigue Management Policy, Wiley will continue towards its goal of providing a safe and healthy workplace for all employees, contractors, and visitors.

Suzie Wiley | Managing Director