

Temp Name _____

Road Transport (Working Time) Regulations 2005 ("RTWT")

The RTWT requires TG Recruitment to maintain the records of the Working Time of mobile workers who are subject to EU driver's hours Rules. TG Recruitment are obliged to ensure that the Working Time limits specified below are complied with:

Summary of the RTWT Regulations

- Mobile Drivers (such as LGV) drivers) are subject to a maximum average Working Time of 48-hours per week over a reference period agreed with Logistics People LTD
- There is a maximum weekly limit of 60 hours working time.
- There is a maximum of 10 hour night work within each 24-hour period. This maximum has been extended with the workforce agreement.
- Rest Periods - Mobile workers must take the following breaks: 30 minutes after 6 hours Working Time and 45 minutes for over 9 hours Working Time it is important to also note that EU Drivers Hours breaks and rest period still apply.

Your Responsibilities

It is your responsibility to inform TG Recruitment Ltd of all your working time during the reference periods we use and to keep TG Recruitment Ltd updated as to any additional working time you undertake for other employers or employment businesses.

It is also your responsibility to accurately record your Working Time during an assignment. TG Recruitment Ltd shall provide you with its timesheets which are required to be completed weekly. Should the timesheets not be completed accurately or returned to TG Recruitment Ltd on time, this may prevent your wages being paid on time.

You have a responsibility for complying with the regulations. If you knowingly break the regulations (e.g. neglect to inform TG Recruitment Ltd about other work, or knowingly make a false record), then you will be committing a criminal offence and may be subject to a fine on conviction of up to £5,000. (Regulation 18 of the WTRT Regulations).

How TG Recruitment Ltd calculates your average Working Time.

TG Recruitment Ltd shall calculate your Working Time using an extended fixed period, as set out in the Workforce agreement.



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Drivers Declaration

I (name).....declare that I have understood my rights and obligations under the WTRT Regulations.

I will keep TG Recruitment Ltd informed in writing as to the details of Working Time, breaks and periods of availability undertaken for other employers or employment businesses on a weekly basis and I will inform TG Recruitment Ltd immediately if there are any changes to my situation which impacts on my Working Time.

Print Name:_____ Date:_____ Signature:_____