

1. Working Time Regulations (1998)

The Working Time Regulations

Need To Know

European Working Time Directive.

2. The Employer's Obligations

An employer's obligations under

- Take all reasonable steps to ensure health and safety to ensure that working time does not exceed 48 hours per week.
- Take all reasonable steps to ensure that night work does not exceed eight hours per day on average. A night worker must not work more than 11 hours during the night period.
- Ensure that no night worker is exposed to physical or mental strain.
- Ensure that all night workers have the opportunity of a free health assessment before starting night work and thereafter.
- Transfer a night worker to day work if night work is causing health problems.
- Allow workers 5.6 weeks' paid holiday per year (i.e. 28 days holiday for a full-time worker).
- Give workers "adequate" rest periods to protect their health and safety.
- Allow workers the following:
 - (i) 11 hours uninterrupted rest per day or 24 hours uninterrupted rest per fortnight; and
 - (ii) a rest break of at least 20 minutes for workers working more than six hours per day.

need to protect workers' health and safety, working time (including overtime)

need to protect health and safety, workers must not exceed eight hours per day on average. A night worker who normally works at least three hours during the night period.

involving special hazards or heavy lifting or carrying must not work more than six hours in any day.

opportunity of a free health assessment before starting night work and thereafter.

possible, if a doctor advises that the

year (i.e. 28 days holiday for a full-time worker).

the pattern of work is such as to put

or 48 hours' uninterrupted rest per

working more than six hours per day.

3. Record-Keeping

The employer has a duty to keep records showing whether the limits on average working time, night work, and health and safety assessments are being complied with in the calendar year. Employers should also retain up-to-date records of workers who have opted out of the 48-hour working week (see below). Employers should maintain records of the opt-out agreements.

In respect of employees with a Working Time Directive Waiver, employers should ensure that they have not signed the Working Time Directive Waiver. [Other Employers](#) to ensure that

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4. Opting Out

Many of the rights granted by collective or workplace agreements should be used where an individual for a specified period or an individual

Agreeing to a waiver must be to claim compensation in a dismissed by the employer be

When an employee opts out notice to terminate the agree

The 48-hour week does not compulsory school age but a than eight hours a day or 40 agree to opt out of these requ

waived or varied by an individual, [Working Time Directive Waiver](#), which work longer than the 48-hour limit

employee's part. Workers have the right if they suffer detriment or are to opt out.

or she can opt back in by giving

workers' i.e. those who are above Young workers cannot work more to some exceptions) and cannot

5. Working Time

"Working time", for the purpose at the employer's disposal and the worker is undergoing training part of the job, e.g. for a travel

Working time does not include fixed place of work, rest and outside normal working hours

However, where workers do travelling each day between customers designated by the

If employees are required to are called out frequently, emp WTR unless the employee ha

period when the worker is working, duties. This includes periods when s or her job and travel where it is business lunches.

the worker's home and his or her work is done, or time spent travelling

actual place of work, the time spent premises of the first and last to constitute working time.

a stand-by/call out basis and they that they could be in breach of the ment.

6. Exemptions

Workers may have to work m

- Where 24-hour staffing
- In the armed forces, e
- In security or surveillance
- As a domestic servant
- As a sea-farer, sea-fish
- Where working time is managing executive w

if they work in a job:

ice;

sels on inland waterways; worker is in control e.g. as with a sions.