

Jurong Port Pte Ltd
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No. 43 of 2017

12 June 2017

To: Lighter Operators and Ship Chandlers

Dear Sir/Madam,

Meal Break Timings for Lighter Terminals Operations

1. In compliance with Part IV of the Employment Act on break times, please be informed that Lighterage Operations will be implementing daily meal break timings at 1100 hrs to 1300 hrs, 1800 hrs to 2000 hrs, 0200 hrs to 0400 hrs across 3 shifts.
2. There might be intermittent slowdown (customer services counter) or crane operation stoppages (wharf-side Services) of up to 45 minutes during these periods rotated among the different cranes as our operators take turns for their meal breaks.
3. This will take effect immediately.
4. We understand the dynamic nature of operations and encourage you to work with LT Ops team to plan your operations and activities accordingly to minimize the disruptions.
5. Please contact respective terminal hotline or email should you have any queries.
 - Penjuru Terminal: Kennethpang@jp.com.sg (Ops Hotline: 6316 2071)
 - Marina South Wharves: marimuthu@jp.com.sg (Ops Hotline: 6694 8001)

Yours faithfully,

Capt. Hemant Gupta
Head of Lighter Terminals
For Jurong Port Pte Ltd

For updates on safety-related news and information, please visit www.wshc.sg



Employment Practices under Ministry of Manpower

<http://www.mom.gov.sg/employment-practices/hours-of-work-overtime-and-rest-days>



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Hours of work, overtime and rest days

If you are covered under Part IV of the Employment Act, your hours of work are regulated and you are entitled to breaks, overtime pay and rest days.

Who is covered

The hours of work guidelines apply only to those covered under [Part IV of the Employment Act](#).

Note: Part IV of the Employment Act does **not** cover managers and executives.

Definitions

Week - A continuous period of 7 days starting from Monday and ending on Sunday.

Hours of work - The period during which employees are expected to carry out the duties assigned by their employers. It does not include any intervals allowed for rest, tea breaks and meals.

Break times

You are generally not required to work more than 6 consecutive hours without a break.

However, if the nature of the work requires continuous work for up to 8 hours, breaks must be provided for meals. The breaks should be **at least 45 minutes** long.

Normal hours of work

Contractual working hours are the hours that that you and your employer have agreed to in the [contract of service](#).