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Subject: JOINT ADVISORY ON IMPLEMENTATION OF STAGGERED REST DAYS FOR WORK PERMIT AND S PASS HOLDERS IN MARINE SHIPYARD SECTOR AND WEBINAR
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[Joint Advisory on the Implementation of Staggered Rest Days for Work Permit and S Pass Holders in Marine Shipyard Sector.pdf](#)

CIRCULAR TO EMPLOYERS IN MARINE SHIPYARD SECTOR

13 August 2020

Dear Employers

JOINT ADVISORY ON IMPLEMENTATION OF STAGGERED REST DAYS FOR WORK PERMIT AND S PASS HOLDERS IN MARINE SHIPYARD SECTOR AND WEBINAR

1. Please find attached the latest Joint Advisory on implementation of staggered rest days for Work Permit and S Pass holders for companies in marine shipyard sector by the Ministry of Manpower (MOM), Economic Development Board (EDB), Enterprise Singapore (ESG) and Association of Singapore Marine Industries (ASMI). A copy of this Joint Advisory is attached. This advisory is also available online [here](#).
2. This is part of an ongoing effort to spread out the number of workers at any particular location and prevent large gatherings which will help reduce the risk of COVID-19 transmission in worksites and dormitories, and in turn ensure business continuity for employers.
3. Staggered rest day is necessary to prevent the risk of large numbers of people congregating on their rest day, which will heighten the risk of COVID-19 transmissions. This arrangement will reduce the pool of people interacting with others outside of work on any given day, and mitigate the public health risk to themselves, and others. The Frequently Asked Questions is available online [here](#).
4. In accordance to the Joint Advisory, Non-Sponsoring Shipyards and Common Contractors will need to indicate their preferred staggered rest day arrangement by 21 August 2020 at https://bit.ly/NSS_CC_staggeredrestdayoptions.
5. The Association will be organising a Webinar on Implementation of Staggered Rest Days for Work Permit and S Pass Holders in Marine Shipyard Sector on 18 August 2020 at 4.30pm.
6. This Webinar is supported by MOM, EDB and ESG and their respective representatives will be at the Webinar to answer queries. If you are interested in attending the Webinar, please register at <https://bit.ly/MOStaggeredRestDayWebinar20200818>.
7. In view of the limitation of seats available for this Webinar, please register only one representative to attend the session. Registration will be based on a first come first serve basis. Should there be an oversubscription, priority will be given to ASMI members.

Thank you.

Best Regards
ASMI Secretariat

Enclosed:
Joint Advisory on the Implementation of Staggered Rest Days for Work Permit and S Pass Holders in Marine Shipyard Sector [pdf]

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JOINT ADVISORY

Implementation of staggered rest days for Work Permit and S Pass holders in marine shipyard sector

1. Since 2 June 2020, the Government has been working closely with the Association of Singapore Marine Industries (ASMI) to help the Marine Shipyard sector resume work safely. Measures such as cohorting workers at the worksite and in the dormitories are necessary to reduce the risk of transmission and impact of possible disruptions.
2. However, efforts to cohort workers will be negated if there is no control over the workers mingling with each other on their rest days, especially if they congregate at popular areas on weekends.
3. On 30 May 2020, MOM announced that when infection rates in the community and dormitories have been sustained at low levels for a period of time, eligible workers residing in dormitories will be able to run errands outside the dormitories on their rest days. To minimise the risk of large group movements, they will do so on staggered rest days and at staggered timeslots.
4. Staggering the rest days will help to spread out the number of workers at any particular location and prevent large gatherings. This will help reduce the risk of COVID-19 transmission in worksites and dormitories, and in turn ensure business continuity for employers.
5. ASMI understands the need to implement staggered rest days as it will help workers enjoy their rest days safely, and supports measures that will help make business operations more sustainable.
6. Due to restrictions by the National Environment Agency¹, many construction worksites are not allowed to operate on Sunday. This means that many Construction workers will have to rest on Sundays. Consequently, **the remaining Construction, Marine and Process (CMP) workers need to stagger their rest days from Monday to Saturday** in order to spread out the numbers out of the dormitories each day.

¹ The NWR prohibits work on Sundays and Public Holidays for construction sites located within 150m of residential premises and noise-sensitive premises.

7. In consultation with ASMI and stakeholders from the Marine Shipyard sector², the Economic Development Board (EDB) and Enterprise Singapore (ESG) have developed the following framework for the staggered rest day arrangements for all Work Permit and S Pass holders hired under Marine Shipyard accounts.
- a) Sponsoring Shipyards³ and their Resident Contractors (RCs): All Sponsoring Shipyards should coordinate with their RCs for one-sixth of the Work Permit and S Pass holders to rest on each day within the Monday to Saturday period.
 - b) Non-Sponsoring Shipyards⁴ and Common Contractors (CCs): Non-Sponsoring Shipyards and CCs may either:
 - i. have one-sixth of their Work Permit Holders and S Pass holders rest on each day within the Monday to Saturday period; OR
 - ii. opt for all their Work Permit Holders and S Pass holders to rest on the same day. The day will be assigned by EDB/ESG (e.g. If Company A is assigned Monday as the rest day, the rest day for **all the Work Permit and S Pass holders** under Company A will be on Monday).
8. All Non-Sponsoring Shipyards and CCs are required to submit their choice of either (i) or (ii) above to ASMI through https://bit.ly/NSS_CC_staggeredrestdayoptions by **21 August 2020**. Non-Sponsoring Shipyards and CCs that do not do so will be automatically assigned option (ii), i.e. a random rest day arrangement. Under option (ii), EDB/ESG will inform Non-Sponsoring Shipyards and their CCs of their assigned rest day by **26 August 2020**.
9. All employers of foreign workers (i.e. Shipyards, RCs and CCs) are required to update MOM on their Work Permit and S Pass holders' rest day assignments via the **Safe@Work** system (<https://www.mom.gov.sg/eservices/services/safe-work>). To enable companies to review and adjust their manpower deployment, companies will be given up to **18 September 2020** to implement the staggered rest days across their workforce and update the Safe@Work system.

² EDB and ESG, together with ASMI, have consulted a spectrum of industry stakeholders including Shipyards (Sponsoring and Non-Sponsoring Shipyards), Resident Contractors and Common Contractors.

^{3,4} Please refer to MOM's definition of Sponsoring and Non-Sponsoring Shipyards here:

<https://www.mom.gov.sg/passess-and-permits/work-permit-for-foreign-worker/sector-specific-rules/marine-sector-requirements>

10. The COVID-19 pandemic has required all of us to adopt new practices. We appreciate the effort put in by all our stakeholders to rise to the occasion and make the necessary changes. EDB, ESG and MOM will review the need for staggered rest days when the COVID-19 pandemic has abated. Together, we can restart our industry safely and sustainably.

Issued by:

Association of Singapore Marine Industries
Economic Development Board
Enterprise Singapore
Ministry of Manpower

12 Aug 2020