



**JOHOR PORT BERHAD** (253394-D)

P.O. Box 151,  
81707 Pasir Gudang, Johor Malaysia.  
Tel : +607-2535888 Fax : +607-2510980

H/page: <http://www.johorport.com.my> Email: [jpb@johorport.com.my](mailto:jpb@johorport.com.my)

**Customer Service Telefax:**

Marine : +607-2529840  
Container Terminal : +607-2520997  
Bulk/Breakbulk Terminal : +607-2510281  
Finance : +607-2511929

**Management Telefax:**

Executive Director : +607-2522507  
Corporate Affairs : +607-2529688  
Legal and Comp. Secretary : +607-2510291

( 30 ) JPB/103-13

29 January 2008

**JOHOR PORT'S CUSTOMERS AND PORT USERS**

Dear Sir/Madam,

**ANNOUNCEMENT ON JOHOR PORT BERHAD'S OFFICIAL OFFICE HOURS**

Reference is made to the above.

We wish to inform you that effective 1<sup>st</sup> February 2008; Johor Port Berhad will commence working on five days week, instead of the current arrangement of working on alternate Saturdays. As Saturday will be our official non-working day, our offices shall be closed unless there is strategic business to be attended.

The new working hours are as follows:-

Monday to Friday      9.00am to 6.00pm  
Lunch break            1.00pm to 2.00pm (unchanged)

Kindly be informed, the new office hour is only applicable to our staff working on normal office hour.

Through our observation, Saturday workload did not reach a level that would require full attendance in the office. Taking this into consideration and also based on the needs of the industry, the management of Johor Port Berhad has decided to pass on this benefit to its employees in terms of an official five- day week.

However should a situation or crisis arise; we will of course make arrangement for relevant staff(s) to attend to you, as to ensure all our customers' needs are duly met. Please do rest assured that the interest of our valued customers and partners are our priority at all time.

Should you have any inquiries, please kindly contact our Corporate Communications Section at +607-2535888 Ext. 339/343/569 or email [jpb@johorport.com.my](mailto:jpb@johorport.com.my).

Thank you.

Yours sincerely,  
**JOHOR PORT BERHAD**

ABDUL WAHAB MAJEED  
Chief Operating Officer



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**PELANGGAN DAN PENGGUNA PELABUHAN JOHOR**

TUAN/PUAN:

**PENGUMUMAN BERKENAAN WAKTU KERJA RASMI JOHOR PORT BERHAD**

Perkara di atas di rujuk.

Dengan segala hormatnya, untuk pengetahuan pihak tuan/puan mulai 1 Februari 2008, Johor Port Berhad akan bekerja lima hari seminggu dan tidak lagi bekerja pada setiap Sabtu alternatif. Oleh kerana hari Sabtu akan menjadi hari cuti rasmi, pejabat kami akan ditutup melainkan ada urusan niaga (rasmi) yang perlu di uruskan.

Waktu bekerja rasmi adalah seperti yang tertera di bawah:

Insin ke Jumaat	9.00pagi ke 6.00ptg
Rehat	1.00tghari ke 2.00ptg (tidak berubah)

Walaupun, waktu bekerja rasmi terbaru ini hanya melibatkan pekerja yang bekerja di waktu pejabat sahaja.

Menurut perhatian kami, urusan kerja hari Sabtu tidak sampai ke tahap yang memerlukan kehadiran semua pekerja di pejabat. Atas dasar ini dan juga keperluan industri terkini, pihak pengurusan Pelabuhan Johor telah memutuskan untuk memberikan manfaat ini kepada pekerja, dalam konteks waktu kerja rasmi lima hari seminggu.

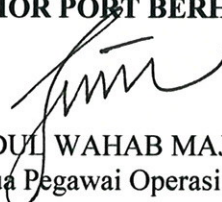
Jika terdapat sebarang keperluan atau krisis, pihak kami akan membuat aturan agar pekerja yang terlibat akan hadir untuk memastikan keperluan pelanggan kami di tepati. Kami menjamin kepentingan rakan niaga dan pelanggan kami di utamakan sepanjang masa.

Jika terdapat sebarang pertanyaan, tuan/puan boleh mengajukan kepada bahagian Komunikasi Korporat di talian +607-2535888 Ext. 339/343/569 atau email kepada [jpb@johorport.com.my](mailto:jpb@johorport.com.my).

Sekian, terima kasih.

Yang benar,

**JOHOR PORT BERHAD**

  
ABDUL WAHAB MAJEED  
Ketua Pegawai Operasi