

WHAT'S IN IT FOR ME?



STAGGERED WORKING HOURS, BETTER SERVICE

Eligible employees within the public sector can now benefit from Staggered Working Hours (SWH) designed to support a healthier work-life balance while maintaining the efficient delivery of government services. This arrangement **allows eligible employees to begin and end their workday at agreed times that differ from the traditional work schedule** while maintaining the required number of working hours.

The SWH, which is a component of the Government's Flexible Work Arrangements, **allow employees and employers to agree on a staggered work schedule** that still ensures all employees are present during the core hours of the workday.

These guidelines apply to non-shift employees, including temporary and fixed-term contract employment against established and non-established posts.



WHAT YOU SHOULD REMEMBER:

- Eligibility for SWH is determined by the employee's role, operational needs, service delivery requirements and the approval of the employer.
- Employees work the same required number of hours, only their start and end times change.
- Eligible employees must be present during designated core working hours to support collaboration and service delivery.



WHAT'S IN IT FOR ME?

Eligible public sector employees may enjoy greater flexibility, improved work-life balance, reduced commuting stress and more time to manage personal responsibilities, all while continuing to provide quality service to Jamaicans.