



ANY REPLY OR SUBSEQUENT REFERENCE SHOULD BE ADDRESSED TO THE  
**FINANCIAL SECRETARY** AND THE FOLLOWING REFERENCE NUMBER QUOTED:-

Telephone No. 92-28600-16  
Website: <http://www.mof.gov.jm>  
Email: [info@mof.gov.jm](mailto:info@mof.gov.jm)

**MINISTRY OF FINANCE AND THE PUBLIC SERVICE**  
**30 NATIONAL HEROES CIRCLE**  
**P.O. BOX 512**  
**KINGSTON**  
**JAMAICA**

June 7, 2021

## **Circular No. 10**

Cabinet Secretary  
Permanent Secretaries  
Chief Executive Officers  
Heads of Departments/Agencies

### **Re: Hours of Work – COVID19 Response**

Further to Circular No. 2 dated February 11, 2021, given the continuation of daily curfew periods, the options indicated below for Public Sector Workers to complete the required hours of work while ensuring adherence to the curfew times remain effective:

- **Monday to Thursday: 7.30 a.m. - 4.00 p.m.**  
**or**  
**8.30 a.m. - 5.00 p.m.**
- **Regular work hours of 8.30 a.m. - 4.00 p.m. will remain in effect for Friday.**

These options will continue to apply as long as the weekday curfew start time remains at 9:00pm or earlier.

Please note that persons opting to do the 7:30am to 4:00pm work hours must consult with their Head of Unit/Department.

Please bring this to the attention of all members of staff and continue to encourage observance of the provisions under the Disaster Risk Management Act.

Darlene Morrison  
Financial Secretary