

**Announcement**  
**Terminal Work Schedule During Ramadhan Month and Idul Fitri Holiday Year 2025**  
 MAL/OPS/003 /II/2025

To:  
 PT. Mustika Alam Lestari Customers

Please be informed about the terminal work schedule during Muslim fasting month and Idul Fitri holiday year 2025 as below:

Operations working hours (Vessel Operation, Receiving, Delivery and Documentation counter):

Shift	Working Hours	Break Time	Remarks
I	08:00 – 16:00	12:00 – 13:00	Break time on every Friday for prayer is between 11:30 – 13:00
II	16:00 – 00:00	17:30 – 19:00	
III	00:00 – 08:00	03:30 – 05:00	

Administration Working Hours:

Day	Working Hours	Break Time
Monday - Thursday	07:00 – 15:30	12:00 – 13:00
Friday	07:00 – 16:30	11:30 – 13:00

Idul Fitri Holiday

Employee Group	Holidays
Operations & Shift Employees	Shift II and Shift III on the day before Idul Fitri, if there is vessel alongside, shift II will be working either until the vessel operation is completed or until end of the shift.  Shift I during Idul Fitri
Administration & Non Shift Employees	In accordance to Public Holidays declared by Indonesian Government

We thank you for your attention.

Jakarta, 27 February 2025



Echwan Effendi  
 Operation Manager