

MEMORANDUM FOR THE CABINET BY THEHONOURABLE PRIME MINISTERWatchmen's Working Week

Following the Cabinet decision of the 12th November, 1968, that

- (a) Government agreed in principle to the reduction of the watchmen's working week from 72 hours to 48 hours, and
- (b) Government has instructed Official Side to work out the mechanics of the change, the Union being consulted as necessary,

discussions were held with representatives of the major Government Departments and the Union concerned. Rosters have been prepared and, in so far as they affect the serving watchman, agreed to by the Union representatives.

It is now proposed to issue a circular as per copy attached giving instructions for the implementation of the reduced working week of watchmen.

This will necessitate the employment of about 200 additional watchmen. It is considered desirable that these be engaged not later than the date of implementation in order to avoid long hours of overtime. The working of overtime, which is paid at time and a half, involves unnecessary additional expenditure. It is, therefore, proposed to instruct Heads of Department to recruit the additional men required not later than the date of implementation either through the Department of Labour, or from volunteers among existing employees, resulting vacancies being filled where necessary through the Department of Labour at a later stage.

It is also being proposed that serving employees should be transferred to sites where they will be conditioned to a working week of 56 hours including eight hours work on Sundays, thus ensuring that they will continue to receive eight days' pay per week. It is considered desirable, however, that newly recruited employees should be conditioned to a six-day week of 48 hours thus ensuring that the concession whereby employees are allowed to work additional hours on Sundays for which they receive double pay will not be perpetuated. This will necessitate the transfer of existing employees as it is not possible to have men on the same sites of work conditioned to different time-tables. Such transfers can be authorized in the departments concerned.

13th March, 1969.

DRAFT

OPM/B/655/69

OPM Circular No. .../69

OFFICE OF THE PRIME MINISTER,  
AUBERGE D'ARAGON,  
VALETTEA.

March, 1969.

To Heads of Department

Approval has been given for the working hours of watchmen in Government Service to be reduced to 48 hours per week, with effect from .....

This reduction of working hours will necessitate the employment of a number of additional watchmen. Heads of Department are requested to bring the number of watchmen up to the strength made necessary by the reduced working hours not later than the effective date. For this purpose watchmen may be recruited through the Department of Labour or from volunteers among existing employees, resulting vacancies being filled where necessary through the Department of Labour at a later stage. Overtime work is, as far as possible, to be avoided.

Sample rosters (marked A and B) for work round the clock and work on sites attended by other workmen during normal working hours are attached for guidance. These rosters have been agreed to by the Union concerned. The introduction of the new time tables should in no case involve any reduction in the total emoluments paid to existing employees. Where these have been employed in the past on a seven day basis they are to continue to be so employed and the employees conditioned to a working week of 56 hours. This is provided for in the attached rosters.

However, newly recruited employees should, as far as possible be conditioned to a six day working week of 48 hours, as shown on attached sample roster marked 'C', part-time employees being recruited for Sunday work through the Department of Labour. Serving Watchmen should be transferred departmentally to sites where they would be conditioned to a 56 hour week including 8 hours Sunday attendance.

(E. GUSCHIESI)  
ADMINISTRATIVE SECRETARY

24-Hour Shift Watchmen

<u>Day</u>	<u>From</u>	<u>Time</u> <u>To</u>	<u>Day Shift</u> <u>Night Shift</u>	<u>Watchman</u>
Monday	....	0700		
	0700	1900	Day	A
	1900	2400	Night	B
Tuesday	0001	0700		
	0700	1900	Day	C
	1900	2400	Night	A
Wednesday	0001	0700		
	0700	1900	Day	B
	1900	2400	Night	C
Thursday	0001	0700		
	0700	1900	Day	A
	1900	2400	Night	B
Friday	0001	0700		
	0700	1900	Day	C
	1900	2400	Night	A
Saturday	0001	0700		
	0700	1900	Day	B
	1900	2400	Night	C
Sunday	0001	0700		
	0700	1900	Day	A
	1900	2400	Night	B
Monday	0001	0700		
	0700	1900	Day	C
	1900	2400	Night	A
Tuesday	0001	0700		
	0700	1900	Day	B
	1900	2400	Night	E
Wednesday	0001	0700		
	0700	1900	Day	A
	1900	2400	Night	B
Thursday	0001	0700		
	0700	1900	Day	C
	1900	2400	Night	A
Friday	0001	0700		
	0700	1900	Day	B
	1900	2400	Night	C
Saturday	0001	0700		

L-ARKIVJI NAZZJONALI TA' MALTA

L-ARKIVJI NAZZJONALI TA' MALTA

<u>Day</u>	<u>Time</u>		<u>Day Shift</u> <u>Night Shift</u>		<u>Watchman</u>
	<u>From</u>	<u>To</u>			
Saturday (contd.)	0700	1900	Day		A
	1900	2400	Night		B
Sunday	0001	0700			
	0700	1900	Day		C
	1900	2400	Night		A
Monday	0001	0700			
	0700	1900	Day		B
	1900	2400	Night		C
Tuesday	0001	0700			
	0700	1900	Day		A
	1900	2400	Night		B
Wednesday	0001	0700			
	0700	1900	Day		C
	1900	2400	Night		A
Thursday	0001	0700			
	0700	1900	Day		B
	1900	2400	Night		C
Friday	0001	0700			
	0700	1900	Day		A
	1900	2400	Night		B
Saturday	0001	0700			
	0700	1900	Day		C
	1900	2400	Night		A
Sunday	0001	0700			
	0700	1900	Day		B
	1900	2400	Night		C
Monday	0001	0700			

Note: Watchmen are indicated by the letters A, B and C

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ROSTER B

NIGHT WATCHMEN

7 day week - WINTER

<u>Day</u>	<u>From</u>	<u>Time</u>	<u>To</u>	<u>Watchman</u>			
Monday	-		0700	B			
	1645		2400	A			
Tuesday	0001		0700	}	B		
	1645		2400				
Wednesday	0001		0700	}	A		
	1645		2400				
Thursday	0001		0700	}	B		
	1645		2400				
Friday	0001		0700	}	A		
	1630		2400				
Saturday	0001		0700	}	A		
	1230		2000			}	B
	2000		2400				
Sunday	0001		0800	}	A		
	0800		1600			}	S
	1600		2400				
Monday	0001		0700	}	B		
	1645		2400				
Tuesday	0001		0700	}	A		
	1645		2400				
Wednesday	0001		0700	}	B		
	1645		2400				
Thursday	0001		0700	}	A		
	1645		2400				
Friday	0001		0700	}	B		
	1630		2400				
Saturday	0001		0700	}	A		
	1230		2000			}	B
	2000		2400				
Sunday	0001		0800	}	A		
	0800		1600			}	S
	1600		2400				
Monday	0001		0700		B		

Note: Regular Watchmen are indicated by the letters A and B, and the substitute Watchman is indicated by the letter S.

L-ARKIVJI NAZZJONALI TA' MALTA

NIGHT WATCHMEN7 day week - SUMMER

<u>Day</u>	<u>From</u>	<u>Time</u>	<u>To</u>	<u>Watchman</u>
Monday	-		0630	A
	1300		1915	A
	1845		2400	B
Tuesday	0001		0630	B
	1300		1915	B
	1845		2400	A
Wednesday	0001		0630	A
	1300		1915	A
	1845		2400	B
Thursday	0001		0630	B
	1300		1915	B
	1845		2400	A
Friday	0001		0630	A
	1300		1915	A
	1845		2400	B
Saturday	0001		0630	B
	1300		1915	B
	1845		2400	A
Sunday	0001		0800	A
	0800		1600	S
	1600		2400	B
Monday	0001		0630	B
	1300		1915	B
	1845		2400	A
Tuesday	0001		0630	A
	1300		1915	A
	1845		2400	B
Wednesday	0001		0630	B
	1300		1915	B
	1845		2400	A
Thursday	0001		0630	A
	1300		1915	A
	1845		2400	B
Friday	0001		0630	B
	1300		1915	B
	1845		2400	A
Saturday	0001		0630	A
	1300		1915	A
	1845		2400	B
Sunday	0001		0800	A
	0800		1600	S
	1600		2400	A
Monday	0001		0630	A

Note: Regular Watchmen are denoted by the letters A and B, and the substitute Watchman by the letter S.

NIGHT WATCHMEN

6 Day Week - Winter

<u>Day</u>	<u>Time</u>		<u>Watchman</u>	
	<u>From</u>	<u>To</u>		
Monday		0700		S
	1645	1900	A	
	1900	2400		
Tuesday	0001	0700		A
	1645	1900		
	1900	2400		
Wednesday	0001	0700	A	B
	1645	1900		
	1900	2400		
Thursday	0001	0700	A	B
	1645	1900		
	1900	2400		
Friday	0001	0700	A	B
	1630	1900		
	1900	2400		
Saturday	0001	0700	A	B
	1230	1900		
	1900	2400		
Sunday	0001	0700	A	B
	0700	1600		
	1600	2400		
Monday	0001	0700	A	B
	1645	1900		
	1900	2400		
Tuesday	0001	0700	A	B
	1645	1900		
	1900	2400		
Wednesday	0001	0700	A	B
	1645	1900		
	1900	2400		
Thursday	0001	0700	A	B
	1645	1900		
	1900	2400		
Friday	0001	0700	A	B
	1630	1900		
	1900	2400		
Saturday	0001	0700	A	B
	1230	1900		
	1900	2400		
Sunday	0001	0700	A	B
	0700	1600		
	1600	2400		
Monday	0001	0700		

L-ARKIVI NAZZJONALI TA' MALTA

Note: Regular Watchmen are indicated by letters A and B and substitute Watchman by the letter S.

NIGHT WATCHMEN

6 Day Week - Summer

<u>Day</u>	<u>Time</u>			<u>Watchman</u>	
	<u>From</u>	<u>To</u>			
Monday	1300	0630	A	B	S1
	1830	1830			
	1830	2400			
Tuesday	0001	0630	A	B	
	1300	1830			
	1830	2400			
Wednesday	0001	0630	A	B	
	1300	1830			
	1830	2400			
Thursday	0001	0630	A	B	
	1300	1830			
	1830	2400			
Friday	0001	0630	A	B	
	1300	1830			
	1830	2400			
Saturday	0001	0630		B	S2
	1300	2100			
	2100	2400			
Sunday	0001	0900			S1
	0900	2100			
	2100	2400			
Monday	0001	0630	B	A	
	1300	1830			
	1830	2400			
Tuesday	0001	0630	B	A	
	1300	1830			
	1830	2400			
Wednesday	0001	0630	B	A	
	1300	1830			
	1830	2400			
Thursday	0001	0630	B	A	
	1300	1830			
	1830	2400			
Friday	0001	0630	B	A	
	1300	1830			
	1830	2400			
Saturday	0001	0630		A	S1
	1300	2100			
	2100	2400			
Sunday	0001	0900			S2
	0900	2100			
	2100	2400			
Monday	0001	0630			

Note: Regular Watchmen are indicated by the letters A and B, and substitute Watchmen by the letters S1 and S2.