

### Flexi@MOM

The MOM senior management recognises the importance of maintaining work-life harmony in MOM. As a champion of Work-Life Harmony in Singapore, MOM is committed to creating a supportive and progressive workplace that enables staff to manage their work and personal needs. We walk the talk with the implementation of a Work-Life strategy that helps us achieve a win-win outcome for both employers as well as employees.

MOM's work-life strategy is centred around Work, Self and Social, to provide the MOMer with the opportunity to achieve personal wellness and hence contribute to MOM in his or her fullest capacity.

Staff, or 'MOMers' as we affectionately call ourselves, are able to select and customize from a whole suite of flexible work arrangements to maximize productivity and achieve their personal work-life harmony. It helps them apportion their time to what they hold dear, and yet meet work requirements and objectives. For example, MOMers can opt to work from home on days when they are not physically required in the office or claim time-off in lieu to make up for periods when they had to put in long hours.

This work flexibility also allows MOM to be resilient, flexible and yet constantly stay connected with our MOMers. MOM is more nimble and can better adapt during crisis by ensuring business continuity with measures like split team work arrangements. Our staff members remain contactable and accessible even when they are not physically in the office or are overseas.

MOM's signature work-life programme is 'Flexi@MOM'. The programme is supported by 4 main options – Flexi-Time; Part-time Employment; Telecommuting and Flexi-Schedule so that MOMers can enjoy work flexibility when they need it.

These arrangements are:

- Flexi-Time – Commonly known as staggered hours, MOMers are able to choose their start and end time.
- Flexi-Schedule – MOMers can customise their work hours around their personal and business needs.
- Part-Time – MOMers can opt to work part time on a minimum of 11 hours/week to a maximum of 36 hours / week.
- Telecommuting – MOMers work away from the office on remote access, either from home or alternate site.

All MOMers are encouraged to try out at least one form of flexible working arrangement and about 80% of MOMers have done so since the launch of Flexi@MOM since 2008.

**Photo of MOMer enjoying Flexi@MOM**



*MOMers can opt to work away from office on remote access, either from home or alternate site.*