

**Société de Gestion du Terminal à conteneurs de Doraleh S.A**

Doraleh

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Djibouti – Republic of Djibouti

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## **CIRCULAR**

**FROM SGTD COMMUNICATIONS**

**N005/COM/CIR/SGTD/2022**

March 31<sup>th</sup> 2022.

# **NOTICE TO ALL CUSTOMERS**

## **WORKING HOURS - RAMADAN 2022**

### **Valued Customer,**

Please note the Terminal's working hours for all departments during the month of Ramadan will be set as follow:

#### **1. Operations**

- Morning shift : 5 AM to 12 PM

- Afternoon shift :12 PM to 6 PM

- Night shift : 8 PM to 4 AM

#### **2. Billing and Documentation Office and Customer Service Office**

- Saturday to Thursday: 8 AM to 2 PM and 2 PM to 8 PM

- Friday and Public Holidays: 9 AM to 12 PM

#### **3. Administration Offices (including Commercial, Finance, Purchasing, HR, etc.)**

- Sunday to Thursday: 8.30 AM to 2.30 PM

#### **\*NOTE**

**To ensure all trucks are served and have cleared the Terminal, all gates will be closed 1 hour prior to Iftaar and Souhour time. Thank you for planning accordingly.**

For more information, kindly contact us at:

T: +253 21 317 317

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