

Notes:

1. Classification of OPW Employees. Employers may refer to MOM's website for the detailed job descriptions of roles that are covered under OPW.¹ Employers should classify and pay their employees the applicable Progressive Wage for the job role that best fits the employee's job scope, regardless of the job title of the employee. For an employee whose job scope straddles more than one job description, employers should classify the worker under OPW job role that the employee spends majority of his or her time, and pay the employee the applicable Progressive Wage for that job role.

2. Components of PWM Baseline Gross Wage Requirement. The PWM baseline gross wage requirement for full-time employees (i.e., contractual working hours of 35-44 hours per week) excludes wages paid for overtime work, but includes the basic wage and gross wage components such as allowances (e.g., travel, food, housing) and productivity incentive payments. It also excludes bonuses (e.g., Annual Wage Supplement), stock options, reimbursement of special expenses incurred in the course of employment and payments-in-kind, as well as employer CPF contributions. It is before the deduction of employee CPF contributions.

3. Overtime (OT) Payment. For full-time employees working overtime and are covered by Part 4 of the Employment Act (EA), employers will need to comply with the EA requirement for OT rate of pay, which is at least 1.5 times the basic rate of pay. **In addition to the EA requirement, employers will also need to comply with the OPW OT gross wage requirement, which the NWC has set to safeguard the interests of full-time workers for OT work.**

- a. For workers covered by Part 4 of the EA, the PWM Gross Wage Requirement will increase with every hour of OT worked beyond 44 working hours/week.² Please refer to Tables 1-4, which set out the Total PWM Gross Wage Requirement for each OPW job level (ranging from 0 to 72 hours of OT worked per month).
- b. **Employers are required to pay the higher of either the EA requirement for OT rate of pay, or the Total PWM Gross Wage Requirement.**

4. Hourly Gross Wage Requirement for Part-Time Employees. Part-time workers shall be paid based on pro-rated PWM gross wages. The formula to compute the PWM hourly gross wage for part-timers (who work less than 35 hours a week) is as follows:

$$\text{Hourly Gross Wage} = \frac{\text{Full-Time Monthly Gross Wage (assuming no OT)} \times 12 \text{ months}}{52 \text{ weeks} \times 44 \text{ hours}}$$

¹ See <https://www.mom.gov.sg/employment-practices/progressive-wage-model/expansion-of-progressive-wage-approach-and-coverage>.

² For workers who are not covered by Part 4 of the EA, the OPW OT gross wage requirements do not apply.

5. Enforcement. OPW wage requirements will be enforced through employers' eligibility for Work Passes. Employers who hire foreign workers on mainstream Work Passes (i.e., Work Permit, S Pass, Employment Pass) must comply with the stipulated OPW requirements, as well as any other applicable PWM or LQS requirements, in order to apply for new Work Passes (e.g., Work Permit, S Pass, Employment Pass) or renew existing Work Passes.

Please refer to Tables 1-4 for the Total PWM Gross Wage Requirement for each OPW job level.

Part 4 of the EA stipulates that the maximum number OT hours allowed in a given month is 72 hours. For compliance with the Total PWM Gross Wage Requirement, overtime hours worked in a month will be rounded down to the nearest whole number. For example, for an employee who works 2.8 OT hours in the month, the employer is to adhere to the Total PWM Gross Wage Requirement for 2 OT hours that month.

In addition, Part 4 of the EA for overtime rates of pay to be at least 1.5 times the basic rate of pay continues to apply. Employers are required to pay the higher of either the EA requirement for OT rate of pay, or the Total PWM Gross Wage Requirement.

<p><u>Table 1</u></p> <p>Total PWM Gross Wage Requirement for OPW Job Level:</p> <p><u>Administrative Assistant</u></p>			
Overtime Hours in a Month	1 March 2023 to 30 June 2024	1 July 2024 to 30 June 2025	1 July 2025 to 30 June 2026
0 (Baseline)	\$1,500	\$1,800	\$1,980
1	\$1,511	\$1,813	\$1,994
2	\$1,522	\$1,826	\$2,009
3	\$1,533	\$1,839	\$2,023
4	\$1,544	\$1,852	\$2,038
5	\$1,555	\$1,866	\$2,052
6	\$1,566	\$1,879	\$2,067
7	\$1,577	\$1,892	\$2,081
8	\$1,588	\$1,905	\$2,096
9	\$1,599	\$1,918	\$2,110
10	\$1,610	\$1,932	\$2,125
11	\$1,621	\$1,945	\$2,139
12	\$1,632	\$1,958	\$2,154
13	\$1,643	\$1,971	\$2,168
14	\$1,654	\$1,985	\$2,183
15	\$1,665	\$1,998	\$2,197
16	\$1,676	\$2,011	\$2,212
17	\$1,687	\$2,024	\$2,227
18	\$1,698	\$2,037	\$2,241

<p style="text-align: center;"><u>Table 1</u></p> <p style="text-align: center;">Total PWM Gross Wage Requirement for OPW Job Level:</p> <p style="text-align: center;"><u>Administrative Assistant</u></p>			
Overtime Hours in a Month	1 March 2023 to 30 June 2024	1 July 2024 to 30 June 2025	1 July 2025 to 30 June 2026
19	\$1,709	\$2,051	\$2,256
20	\$1,720	\$2,064	\$2,270
21	\$1,731	\$2,077	\$2,285
22	\$1,742	\$2,090	\$2,299
23	\$1,753	\$2,104	\$2,314
24	\$1,764	\$2,117	\$2,328
25	\$1,775	\$2,130	\$2,343
26	\$1,786	\$2,143	\$2,357
27	\$1,797	\$2,156	\$2,372
28	\$1,808	\$2,170	\$2,386
29	\$1,819	\$2,183	\$2,401
30	\$1,830	\$2,196	\$2,415
31	\$1,841	\$2,209	\$2,430
32	\$1,852	\$2,223	\$2,444
33	\$1,863	\$2,236	\$2,459
34	\$1,874	\$2,249	\$2,474
35	\$1,885	\$2,262	\$2,488
36	\$1,896	\$2,275	\$2,503
37	\$1,907	\$2,289	\$2,517
38	\$1,918	\$2,302	\$2,532
39	\$1,929	\$2,315	\$2,546
40	\$1,940	\$2,328	\$2,561
41	\$1,951	\$2,342	\$2,575
42	\$1,962	\$2,355	\$2,590
43	\$1,973	\$2,368	\$2,604
44	\$1,984	\$2,381	\$2,619
45	\$1,995	\$2,394	\$2,633
46	\$2,006	\$2,408	\$2,648
47	\$2,017	\$2,421	\$2,662
48	\$2,028	\$2,434	\$2,677
49	\$2,039	\$2,447	\$2,691

<p style="text-align: center;"><u>Table 1</u></p> <p style="text-align: center;">Total PWM Gross Wage Requirement for OPW Job Level:</p> <p style="text-align: center;"><u>Administrative Assistant</u></p>			
Overtime Hours in a Month	1 March 2023 to 30 June 2024	1 July 2024 to 30 June 2025	1 July 2025 to 30 June 2026
50	\$2,051	\$2,461	\$2,706
51	\$2,062	\$2,474	\$2,721
52	\$2,073	\$2,487	\$2,735
53	\$2,084	\$2,500	\$2,750
54	\$2,095	\$2,513	\$2,764
55	\$2,106	\$2,527	\$2,779
56	\$2,117	\$2,540	\$2,793
57	\$2,128	\$2,553	\$2,808
58	\$2,139	\$2,566	\$2,822
59	\$2,150	\$2,579	\$2,837
60	\$2,161	\$2,593	\$2,851
61	\$2,172	\$2,606	\$2,866
62	\$2,183	\$2,619	\$2,880
63	\$2,194	\$2,632	\$2,895
64	\$2,205	\$2,646	\$2,909
65	\$2,216	\$2,659	\$2,924
66	\$2,227	\$2,672	\$2,938
67	\$2,238	\$2,685	\$2,953
68	\$2,249	\$2,698	\$2,968
69	\$2,260	\$2,712	\$2,982
70	\$2,271	\$2,725	\$2,997
71	\$2,282	\$2,738	\$3,011
72	\$2,293	\$2,751	\$3,026

<u>Table 2</u> Total PWM Gross Wage Requirement for OPW Job Level: <u>Administrative Executive</u>			
Overtime Hours in a Month	1 March 2023 to 30 June 2024	1 July 2024 to 30 June 2025	1 July 2025 to 30 June 2026
0 (Baseline)	\$2,000	\$2,390	\$2,580
1	\$2,014	\$2,407	\$2,598
2	\$2,029	\$2,425	\$2,617
3	\$2,044	\$2,442	\$2,636
4	\$2,058	\$2,460	\$2,655
5	\$2,073	\$2,477	\$2,674
6	\$2,088	\$2,495	\$2,693
7	\$2,102	\$2,512	\$2,712
8	\$2,117	\$2,530	\$2,731
9	\$2,132	\$2,547	\$2,750
10	\$2,146	\$2,565	\$2,769
11	\$2,161	\$2,582	\$2,788
12	\$2,176	\$2,600	\$2,807
13	\$2,190	\$2,618	\$2,826
14	\$2,205	\$2,635	\$2,845
15	\$2,220	\$2,653	\$2,864
16	\$2,235	\$2,670	\$2,883
17	\$2,249	\$2,688	\$2,901
18	\$2,264	\$2,705	\$2,920
19	\$2,279	\$2,723	\$2,939
20	\$2,293	\$2,740	\$2,958
21	\$2,308	\$2,758	\$2,977
22	\$2,323	\$2,775	\$2,996
23	\$2,337	\$2,793	\$3,015
24	\$2,352	\$2,810	\$3,034
25	\$2,367	\$2,828	\$3,053
26	\$2,381	\$2,846	\$3,072
27	\$2,396	\$2,863	\$3,091
28	\$2,411	\$2,881	\$3,110
29	\$2,426	\$2,898	\$3,129

<p style="text-align: center;"><u>Table 2</u></p> <p style="text-align: center;">Total PWM Gross Wage Requirement for OPW Job Level:</p> <p style="text-align: center;"><u>Administrative Executive</u></p>			
Overtime Hours in a Month	1 March 2023 to 30 June 2024	1 July 2024 to 30 June 2025	1 July 2025 to 30 June 2026
30	\$2,440	\$2,916	\$3,148
31	\$2,455	\$2,933	\$3,167
32	\$2,470	\$2,951	\$3,186
33	\$2,484	\$2,968	\$3,205
34	\$2,499	\$2,986	\$3,223
35	\$2,514	\$3,003	\$3,242
36	\$2,528	\$3,021	\$3,261
37	\$2,543	\$3,038	\$3,280
38	\$2,558	\$3,056	\$3,299
39	\$2,572	\$3,074	\$3,318
40	\$2,587	\$3,091	\$3,337
41	\$2,602	\$3,109	\$3,356
42	\$2,616	\$3,126	\$3,375
43	\$2,631	\$3,144	\$3,394
44	\$2,646	\$3,161	\$3,413
45	\$2,661	\$3,179	\$3,432
46	\$2,675	\$3,196	\$3,451
47	\$2,690	\$3,214	\$3,470
48	\$2,705	\$3,231	\$3,489
49	\$2,719	\$3,249	\$3,508
50	\$2,734	\$3,267	\$3,527
51	\$2,749	\$3,284	\$3,545
52	\$2,763	\$3,302	\$3,564
53	\$2,778	\$3,319	\$3,583
54	\$2,793	\$3,337	\$3,602
55	\$2,807	\$3,354	\$3,621
56	\$2,822	\$3,372	\$3,640
57	\$2,837	\$3,389	\$3,659
58	\$2,852	\$3,407	\$3,678
59	\$2,866	\$3,424	\$3,697
60	\$2,881	\$3,442	\$3,716

<p style="text-align: center;"><u>Table 2</u></p> <p style="text-align: center;">Total PWM Gross Wage Requirement for OPW Job Level:</p> <p style="text-align: center;"><u>Administrative Executive</u></p>			
Overtime Hours in a Month	1 March 2023 to 30 June 2024	1 July 2024 to 30 June 2025	1 July 2025 to 30 June 2026
61	\$2,896	\$3,459	\$3,735
62	\$2,910	\$3,477	\$3,754
63	\$2,925	\$3,495	\$3,773
64	\$2,940	\$3,512	\$3,792
65	\$2,954	\$3,530	\$3,811
66	\$2,969	\$3,547	\$3,830
67	\$2,984	\$3,565	\$3,848
68	\$2,998	\$3,582	\$3,867
69	\$3,013	\$3,600	\$3,886
70	\$3,028	\$3,617	\$3,905
71	\$3,042	\$3,635	\$3,924
72	\$3,057	\$3,652	\$3,943

<u>Table 3</u> Total PWM Gross Wage Requirement for OPW Job Level: <u>General Driver</u>			
Overtime Hours in a Month	1 March 2023 to 30 June 2024	1 July 2024 to 30 June 2025	1 July 2025 to 30 June 2026
0 (Baseline)	\$1,750	\$1,970	\$2,190
1	\$1,762	\$1,984	\$2,206
2	\$1,775	\$1,998	\$2,222
3	\$1,788	\$2,013	\$2,238
4	\$1,801	\$2,027	\$2,254
5	\$1,814	\$2,042	\$2,270
6	\$1,827	\$2,056	\$2,286
7	\$1,839	\$2,071	\$2,302
8	\$1,852	\$2,085	\$2,318
9	\$1,865	\$2,100	\$2,334
10	\$1,878	\$2,114	\$2,350
11	\$1,891	\$2,129	\$2,366
12	\$1,904	\$2,143	\$2,383
13	\$1,917	\$2,157	\$2,399
14	\$1,929	\$2,172	\$2,415
15	\$1,942	\$2,186	\$2,431
16	\$1,955	\$2,201	\$2,447
17	\$1,968	\$2,215	\$2,463
18	\$1,981	\$2,230	\$2,479
19	\$1,994	\$2,244	\$2,495
20	\$2,007	\$2,259	\$2,511
21	\$2,019	\$2,273	\$2,527
22	\$2,032	\$2,288	\$2,543
23	\$2,045	\$2,302	\$2,560
24	\$2,058	\$2,317	\$2,576
25	\$2,071	\$2,331	\$2,592
26	\$2,084	\$2,345	\$2,608
27	\$2,096	\$2,360	\$2,624
28	\$2,109	\$2,374	\$2,640
29	\$2,122	\$2,389	\$2,656

<u>Table 3</u> Total PWM Gross Wage Requirement for OPW Job Level: <u>General Driver</u>			
Overtime Hours in a Month	1 March 2023 to 30 June 2024	1 July 2024 to 30 June 2025	1 July 2025 to 30 June 2026
30	\$2,135	\$2,403	\$2,672
31	\$2,148	\$2,418	\$2,688
32	\$2,161	\$2,432	\$2,704
33	\$2,174	\$2,447	\$2,720
34	\$2,186	\$2,461	\$2,737
35	\$2,199	\$2,476	\$2,753
36	\$2,212	\$2,490	\$2,769
37	\$2,225	\$2,505	\$2,785
38	\$2,238	\$2,519	\$2,801
39	\$2,251	\$2,533	\$2,817
40	\$2,264	\$2,548	\$2,833
41	\$2,276	\$2,562	\$2,849
42	\$2,289	\$2,577	\$2,865
43	\$2,302	\$2,591	\$2,881
44	\$2,315	\$2,606	\$2,897
45	\$2,328	\$2,620	\$2,914
46	\$2,341	\$2,635	\$2,930
47	\$2,353	\$2,649	\$2,946
48	\$2,366	\$2,664	\$2,962
49	\$2,379	\$2,678	\$2,978
50	\$2,392	\$2,693	\$2,994
51	\$2,405	\$2,707	\$3,010
52	\$2,418	\$2,721	\$3,026
53	\$2,431	\$2,736	\$3,042
54	\$2,443	\$2,750	\$3,058
55	\$2,456	\$2,765	\$3,074
56	\$2,469	\$2,779	\$3,091
57	\$2,482	\$2,794	\$3,107
58	\$2,495	\$2,808	\$3,123
59	\$2,508	\$2,823	\$3,139
60	\$2,521	\$2,837	\$3,155

<p style="text-align: center;"><u>Table 3</u></p> <p style="text-align: center;">Total PWM Gross Wage Requirement for OPW Job Level:</p> <p style="text-align: center;"><u>General Driver</u></p>			
Overtime Hours in a Month	1 March 2023 to 30 June 2024	1 July 2024 to 30 June 2025	1 July 2025 to 30 June 2026
61	\$2,533	\$2,852	\$3,171
62	\$2,546	\$2,866	\$3,187
63	\$2,559	\$2,880	\$3,203
64	\$2,572	\$2,895	\$3,219
65	\$2,585	\$2,909	\$3,235
66	\$2,598	\$2,924	\$3,251
67	\$2,610	\$2,938	\$3,268
68	\$2,623	\$2,953	\$3,284
69	\$2,636	\$2,967	\$3,300
70	\$2,649	\$2,982	\$3,316
71	\$2,662	\$2,996	\$3,332
72	\$2,675	\$3,011	\$3,348

<u>Table 4</u> Total PWM Gross Wage Requirement for OPW Job Level: <u>Specialised Driver</u>			
Overtime Hours in a Month	1 March 2023 to 30 June 2024	1 July 2024 to 30 June 2025	1 July 2025 to 30 June 2026
0 (Baseline)	\$1,850	\$2,085	\$2,320
1	\$1,862	\$2,099	\$2,335
2	\$1,875	\$2,113	\$2,351
3	\$1,887	\$2,127	\$2,367
4	\$1,900	\$2,141	\$2,383
5	\$1,913	\$2,156	\$2,399
6	\$1,925	\$2,170	\$2,414
7	\$1,938	\$2,184	\$2,430
8	\$1,950	\$2,198	\$2,446
9	\$1,963	\$2,212	\$2,462
10	\$1,976	\$2,227	\$2,478
11	\$1,988	\$2,241	\$2,494
12	\$2,001	\$2,255	\$2,509
13	\$2,013	\$2,269	\$2,525
14	\$2,026	\$2,284	\$2,541
15	\$2,039	\$2,298	\$2,557
16	\$2,051	\$2,312	\$2,573
17	\$2,064	\$2,326	\$2,588
18	\$2,076	\$2,340	\$2,604
19	\$2,089	\$2,355	\$2,620
20	\$2,102	\$2,369	\$2,636
21	\$2,114	\$2,383	\$2,652
22	\$2,127	\$2,397	\$2,668
23	\$2,140	\$2,412	\$2,683
24	\$2,152	\$2,426	\$2,699
25	\$2,165	\$2,440	\$2,715
26	\$2,177	\$2,454	\$2,731
27	\$2,190	\$2,468	\$2,747
28	\$2,203	\$2,483	\$2,762
29	\$2,215	\$2,497	\$2,778

<u>Table 4</u> Total PWM Gross Wage Requirement for OPW Job Level: <u>Specialised Driver</u>			
Overtime Hours in a Month	1 March 2023 to 30 June 2024	1 July 2024 to 30 June 2025	1 July 2025 to 30 June 2026
30	\$2,228	\$2,511	\$2,794
31	\$2,240	\$2,525	\$2,810
32	\$2,253	\$2,540	\$2,826
33	\$2,266	\$2,554	\$2,842
34	\$2,278	\$2,568	\$2,857
35	\$2,291	\$2,582	\$2,873
36	\$2,303	\$2,596	\$2,889
37	\$2,316	\$2,611	\$2,905
38	\$2,329	\$2,625	\$2,921
39	\$2,341	\$2,639	\$2,936
40	\$2,354	\$2,653	\$2,952
41	\$2,367	\$2,668	\$2,968
42	\$2,379	\$2,682	\$2,984
43	\$2,392	\$2,696	\$3,000
44	\$2,404	\$2,710	\$3,016
45	\$2,417	\$2,724	\$3,031
46	\$2,430	\$2,739	\$3,047
47	\$2,442	\$2,753	\$3,063
48	\$2,455	\$2,767	\$3,079
49	\$2,467	\$2,781	\$3,095
50	\$2,480	\$2,796	\$3,111
51	\$2,493	\$2,810	\$3,126
52	\$2,505	\$2,824	\$3,142
53	\$2,518	\$2,838	\$3,158
54	\$2,530	\$2,852	\$3,174
55	\$2,543	\$2,867	\$3,190
56	\$2,556	\$2,881	\$3,205
57	\$2,568	\$2,895	\$3,221
58	\$2,581	\$2,909	\$3,237
59	\$2,593	\$2,923	\$3,253
60	\$2,606	\$2,938	\$3,269

<p style="text-align: center;"><u>Table 4</u></p> <p style="text-align: center;">Total PWM Gross Wage Requirement for OPW Job Level:</p> <p style="text-align: center;"><u>Specialised Driver</u></p>			
Overtime Hours in a Month	1 March 2023 to 30 June 2024	1 July 2024 to 30 June 2025	1 July 2025 to 30 June 2026
61	\$2,619	\$2,952	\$3,285
62	\$2,631	\$2,966	\$3,300
63	\$2,644	\$2,980	\$3,316
64	\$2,657	\$2,995	\$3,332
65	\$2,669	\$3,009	\$3,348
66	\$2,682	\$3,023	\$3,364
67	\$2,694	\$3,037	\$3,379
68	\$2,707	\$3,051	\$3,395
69	\$2,720	\$3,066	\$3,411
70	\$2,732	\$3,080	\$3,427
71	\$2,745	\$3,094	\$3,443
72	\$2,757	\$3,108	\$3,459

Administrative Supervisors are not subject to additional PWM gross wage requirements for overtime hours, as most of such employees will exceed the \$2,600 wage threshold and will not be covered by Part 4 of the Employment Act.