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## 关于 2016 年春节放假及值班安排的通知

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REF.NO.160120A-1

致: 尊敬的客户/订舱代理

根据国务院春节放假的相关政策,我司将自2016年2月7日(Sun)至2016年2月13日(Sat)合计放假7天,另外2月6日(Sat)及2月14日(Sun)正常上班,相关部门值班安排具体如下:

● 现场部门放箱值班安排

7-Feb	8- Feb	9- Feb	10- Feb	11- Feb	12- Feb	13-Feb
休息	9:00- 12:00	休息	9:00- 12:00	休息	9:00- 12:00	休息

注:期间暂停结账。

● 客服部门放预配值班安排

7-Feb	8- Feb	9- Feb	10- Feb	11- Feb	12- Feb	13-Feb
休息	9:00- 12:00	9:00- 12:00	9:00- 12:00	9:00- 12:00	9:00- 12:00	9:00- 12:00

敬请各订舱代理及客户留意,若存有疑问请垂询我司客服部门。



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## NOTICE OF SPRING FESTIVAL SHIFT ARRANGEMENTS

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**REF.NO.160120A-1**

Dear valued customer/all booking agency,

According to the State Council official announcement about The Spring Festival, our office will be closed on 7th Feb (Sun) to 13rd Feb (Sat) **total 7 days**, then 6<sup>th</sup> Feb&14<sup>th</sup> Feb exchanged as normal working day, Please refer to our shift arrangement as below:

● EIR release arrangement

7-Feb	8- Feb	9- Feb	10- Feb	11- Feb	12- Feb	13-Feb
Close	9:00-12:00	Close	9:00-12:00	Close	9:00-12:00	Close

**Remark:We will stop settle accounts during this period.**

● Booking release arrangement

7-Feb	8- Feb	9- Feb	10- Feb	11- Feb	12- Feb	13-Feb
Close	9:00-12:00	9:00-12:00	9:00-12:00	9:00-12:00	9:00-12:00	9:00-12:00

Please pay your attention of above information.

Kline China Shanghai  
Customer Service Department

2016/1/20

