

Tools and Resources PS 709 Table 1 – Number of Working Hours per Month (Excludes Designated Holidays)

Last revised: January 2021

Last reviewed: January 2021

Next review: January 2022

The following table contains the number of working hours per month (excluding Designated Holidays) and hours per week day by month that will assist with required calculations.

Year	Month	Working Hours in Month	# of Working Hours on Weekdays				
			Mondays	Tuesdays	Wednesdays	Thursdays	Fridays
2020	January	176	32	32	32*	40	40
	February	152	24*	32	32	32	32
	March	176	40	40	32	32	32
	April	168	32	32	40	40	24*
	May	160	24*	32	32	32	40
	June	176	40	40	32	32	32
	July	168	32	32*	32	40	32*
	August	160	32*	32	32	32	32
	September	168	24*	40	40	32	32
	October	168	24*	32	32	40	40
	November	160	40	32	24*	32	32
December	168	24*	40	40	40	24*	
2021	January	160	32	32	32	32	32*
	February	152	24*	32	32	32	32
	March	184	40	40	40	32	32
	April	168	32	32	32	40	32*
	May	160	32*	32	32	32	32
	June	176	32	40	40	32	32
	July	160	32	32	32	32*	32*
	August	168	32*	40	32	32	32
	September	168	24*	32	40	40	32
	October	160	24*	32	32	32	40
	November	168	40	40	32	24*	32
	December	160	24*	32*	40	40	24*

Year	Month	Working Hours in Month	# of Working Hours on Weekdays				
			Mondays	Tuesdays	Wednesdays	Thursdays	Fridays
2022	January	168	40	32	32	32	32
	February	152	24*	32	32	32	32
	March	184	32	40	40	40	32
	April	160	32	32	32	32	32*
	May	168	32*	40	32	32	32
	June	176	32	32	40	40	32
	July	152	32	32	32	32	24*
	August	176	32*	40	40	32	32
	September	168	24*	32	32	40	40
	October	160	32*	32	32	32	32
	November	168	32	40	40	32	24*
	December	160	24*	24*	32	40	40

*Working hours on specific days of the week have been reduced by the Designated Holiday. When your regularly scheduled reduced hours of work fall on a designated holiday and you take another day in addition to the designated holiday, the hours not worked must be adjusted by 8 hours.