

Chapter 6 - Working hours and overtime

Key points

- Working hours
- Overtime working hours
- Rest break and days off

“The working hours of persons employed in any public or private industrial undertaking or in any branch thereof, other than an undertaking in which only members of the same family are employed, shall not exceed eight in the day and forty-eight in the week” – Hours of Work (Industry) Convention, Article 2, 1919 (No. 1).

For more information:

- [ILO Q&As on business and working time](#)
- [Working time](#)

Working hours and overtime

[The ILO Hours of Work \(Industry\) Convention , 1919 \(No. 1\)](#)

introduced a maximum standard working time of 48 hours per week and eight hours per day as an international norm. In several exceptional cases, working time is allowed to exceed these limits, as long as daily working time remains not higher than ten hours, and weekly working time not higher than 56 hours.

- Regular working hours (per week, month and year).
- Overtime working hours (per week, month and year).
- Rest breaks and days off.

Overtime refers to all hours worked in excess of the normal hours, unless they are taken into account in fixing remuneration in accordance with custom [\[Reduction of Hours and Work Recommendation, 1962 \(No. 116\)\]](#).



ILO conventions

- Hours of Work :
 - [Hours of Work \(Industry\) Convention, 1919 \(No. 1\)](#);
 - [Hours of Work \(Commerce and Offices\) Convention, 1930 \(No. 30\)](#);
- Weekly Rest : [Weekly Rest \(Industry\) Convention, 1921 \(No. 14\)](#);
- Reduction of Hours Recommendation: [Reduction of Hours of Work Recommendation, 1962 \(No. 116\)](#);
- Night Work: [Night Work Convention, 1990 \(No. 171\)](#);
- Part Time :
 - [Part-Time Work Convention, 1994 \(No. 175\)](#);
 - [Part-Time Work Recommendation, 1994 \(No. 182\)](#).