



Working time Statistics: Concepts and definitions

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Contents

- Relevant international statistical standards
- Scope of Working Time
- Seven working time concepts; main concepts:
 - Hours actually worked
 - Hours usually worked
- Measurement issues: working time



Relevant international statistical standards

- **Working time**
 - Resolution concerning measurement of working time (18th ICLS, 2008)
 - Concepts, definitions, operational guidelines, indicators
- **Time-related underemployment**
 - Resolution concerning statistics of work, employment and labour underutilization (19th ICLS, 2013)
 - Revised definition of time-related underemployment
 - Recognition of TRU as a component of labour underutilization
 - Resolution concerning measurement of underemployment and inadequate employment situations (16th ICLS, 1998)
 - Guidelines to measure inadequate employment situations



Working time

Scope and components

Concepts for measurement in household surveys

Measurement issues



Working time Scope and components

- **Working time** comprises
 - Time associated with different forms of work
 - Working time in employment, in own-use production work, ...

AND

- Arrangement of working time
 - Organization and scheduling of working time

Measured over a given reference period,
in respect to a specific job/work activity



Working time 7 concepts & measures

- **Hours actually worked**
- Hours paid for
- Normal hours of work
- Contractual hours of work
- **Hours usually worked**
- Overtime hours of work
- Absence from work hours

-Not all are relevant to all jobs or work activities



Main working time concepts measured in household surveys

- **Hours actually worked**

- Basis for computation of estimates of labour input into production
- Used in computation of labour productivity indicators

Requires measurement using continuous LFS (every week)
Else, need adjustments for possible working-time variations in the year

- **Hours usually worked**

- Relevant for assessments of working conditions
 - Excessive working time (persons working 48+ hours per week)
 - Structural situations of time-related underemployment



Hours actually worked Definition

Time spent in a job (or work activity) in the
performance of activities that **contribute to**
the production of goods and services
during a specified reference period

Para. 11, Resol. I (18th ICLS, 2008)

Includes:

- Direct hours, related hours, down time, resting time

Excludes:

- Annual leave, public holidays, sick leave, any other leave paid or unpaid
- Commuting time between work–home if no productive activity performed
- Time spent in educational activities



Hours actually worked: 4 components

1. Direct hours

- Time spent carrying out the tasks & duties of the job / work activity

2. Related hours

- Time spent maintaining, facilitating or enhancing productive activities
e.g. cleaning, repairing, administering place of work, changing work clothes, on-call duty, travelling between work locations, training required by the job

3. Down time

- Time person cannot work due to temporary interruptions of a technical, material or economic nature but continues to be available
e.g. waiting for repairs, electricity, communications to be re-established

4. Resting time

- Time spent on short periods of rest, relief or refreshment generally practiced by custom or contract according to norms / context
e.g. tea / coffee break, prayer breaks



Illustration: Hours actually worked in reference period Botswana 2005/6 LFS

Table M 24: Currently Employed by Hours Worked per Week in Main and Secondary Activity

Actual Hours worked per week	Total			Main			Secondary		
	Total	Male	Female	Total	Male	Female	Total	Male	Female
Total	539,150	281,762	257,388	539,150	281,762	257,388	31,250	18,096	13,154
Not Working	29,022	12,427	16,419	29,022	12,535	16,487	95	-	95
1-4	5,812	2,865	2,947	6,506	3,174	3,332	4,905	2,493	2,412
5-9	11,316	4,879	6,437	12,310	5,588	6,722	4,421	3,204	1,217
10-14	12,107	5,830	6,278	12,876	6,211	6,665	5,881	3,613	2,268
15-19	12,311	5,486	6,825	12,704	5,472	7,231	3,416	2,374	1,041
20-24	17,953	8,436	9,517	18,730	8,726	10,004	4,086	2,584	1,501
25-29	13,768	6,300	7,468	14,129	6,550	7,579	2,441	987	1,454
30-34	12,923	5,394	7,529	13,761	5,863	7,898	715	398	317
35-39	28,910	14,939	13,972	30,240	15,419	14,822	1,741	836	905
40-44	113,899	55,977	57,921	119,520	59,317	60,203	757	219	538
45+	281,304	159,231	122,073	269,352	152,906	116,446	2,792	1,387	1,406

Excludes temporary absence

Thus can be "0" for persons employed, not at work in the reference period



Hours usually worked: Definition

Typical value of hours actually worked
in a job / work activity **per short reference period** (e.g. week),
over a long observation period (e.g. month, season)

Para. 11, Resol. I (18th ICLS, 2008)

- Generally asked directly to respondents in household surveys (based on self-perception)

OR

- Can be calculated as the modal value of distribution of hours actually worked per short reference period over long observation period



Illustration: Hours usually worked per week

Characteristics	Distribution by Usual Hours Worked Per Week (Based on All Employed) (%)						Average (Mean) Usual Hours Worked Per Week	
	Less than 15 hours	15-34 hours	35-43 hours	44 hours	45-48 hours	More than 48 hours	All Employed	Full-Time Employed
Total	2.0	8.1	27.8	11.3	21.4	29.4	45.3	48.0
Age Group (Years)								
15 – 24	7.5	14.2	29.0	10.6	22.2	16.6	39.9	45.9
25 – 29	0.5	3.3	30.3	12.2	25.2	28.5	46.2	47.1
30 – 39	0.9	3.6	30.0	10.8	23.8	31.0	46.4	47.6
40 – 49	1.2	6.6	27.7	11.5	21.1	31.9	46.2	48.3
50 – 59	2.3	9.8	25.7	12.0	19.4	30.8	45.6	48.9
60 & Over	4.2	18.8	25.1	10.3	17.0	24.7	42.3	48.6
Highest Qualification Attained								
Below Secondary	3.1	16.5	21.7	8.5	19.3	30.9	44.7	50.2
Secondary	2.6	9.0	26.5	12.5	21.3	28.2	45.2	48.4
Post-Secondary (Non-Tertiary)	2.1	8.3	27.9	13.8	21.7	26.2	45.1	47.8
Diploma & Professional Qualification	1.5	5.2	31.7	13.4	23.5	24.7	44.9	46.7
Degree	1.3	3.7	30.4	10.4	21.4	32.7	46.0	47.4

Source: Singapore LFS Report 2013



Measurement issues Working time

- Best collected separately for each job (work activity)
 - Main job
 - Secondary jobs
 - **More detailed approach for own use production work!**
- Order matters, generally best to collect
 - 1st : total hours usually worked
 - 2nd : hours actually worked for each day of the reference period
- For hours actually worked, it is useful to ask
 - Separately for no. of hours worked on each day of the reference periodOR
 - Any overtime / absence during reference week
- Good practice to add total hrs. actually worked reported and check



THANK YOU!
MERCII!
OBRIGADO!