

# Example calculations for Irregular Hours employees

## EXAMPLE 1 – EMPLOYEE A

*IH Employee works for 6 months of the holiday year from 6 months into the year*

Our approach to this is to understand the average days per week worked and the average length of the day by looking back at the last 52 working weeks:

- Do they work every week: Yes
- Av. Days per week: 3
- Hours per day: 8
- Carryover: 0

*Full-Year Allowance:*

5.6 weeks or 28 days is the minimum if you work 5 days a week every week (regardless of your contract type). However, in this case our employee works 3 days a week so will only get the allowance for 60% of this time.

**$(5.6 \text{ weeks} / 12 \text{ months}) * 6 \text{ months} = 2.3 \text{ weeks}$**

**$5.6 * 3 \text{ days} = 16.8 \text{ days}$**

N.B: Employers may offer more than the minimum 5.6 weeks in their contracts in this case employers must make sure that the IH contracted full-year entitlement is equivalent to a FT contract.

*Projected Entitlement:*

Again, when calculating their Projected Entitlement in days we would use the calculation to the end of the holiday year, a total of 6 months or 50% of the Full Year Entitlement

**$(5.6 * 3 \text{ days}) * 0.5 \text{ year} = 8.4 \text{ days}$**

*Accrued:*

**$16.8 \text{ days} / 12 \text{ months} = 1.4 \text{ days}$**

Month 1: 1.4 days

Month 2: 2.8 days

Month 3: 4.2 days

Month 4: 5.6 days

Month 5: 7 days

Month 6: 8.4 days

## EXAMPLE 2 – EMPLOYEE B

*IH Employee works for 6 months of the holiday year from 6 months into the year, but they only work every other week.*

- Av. Days per working week: 3
- Hours per day: 8
- Carryover: 0

*Full year allowance:*

**(5.6 weeks /12 months) \* 6 months = 2.3 weeks**

**5.6 weeks \* 3 days = 16.4 days**

Note: Full-year weekly allowance is the same as the example 1, as they are contracted for the same number of weeks. To calculate the amount of time a weeks holiday is in days we must use “weeks worked”, this means going back and them working 3 days every other week will give an average of 3 days on average in working weeks over the reasonable reference period of 52 working weeks in 104 maximum contracted weeks. If they were to work 3 days every third week, the average would go down as we would not be able to find 52 working weeks in the 104 week reference period.

*Projected Entitlement:*

**(5.6 \* 3 days) \* 0.5 year = 8.4 days**

## EXAMPLE 3 – EMPLOYEE C

*Employee has worked 28 days over 10 weeks in a 7-month contract*

Holiday year start date	Saturday, January 1, 2022
Holiday year end date	Saturday, December 31, 2022
Contract start date	Sunday, July 31, 2022
Months from start date to end of holiday year	12
Months from contract start date to end of contract	7
Months Worked this Holiday Year	3
No. Days worked this holiday year	28
No. Weeks worked this holiday year	10
Average days per week	2.8
Carryover	0
Accrual from Previous Contract	0
Full Year Allowance on FT (Weeks) - Ref.	5.6
Full Year Allowance (Weeks)*	1.40
Full Year Allowance (Days)	15.68
Full Year Allowance incl. carryover (Days)	15.68
Projected Entitlement (Days)	15.68
Projected Entitlement incl. carryover (Days)	15.68
Accrual (Days)	9.15
Accrual incl. carryover (Days)	9.15