



Partial Hour Equivalents

Oregon Statewide Payroll Services, State Controller's Division

This equivalency chart shows the entry to make for online daily time when you work a portion of an hour. Use up to two digits to the right of the decimal. (If you enter a third digit to the right of the decimal, OSPA does not round; it simply drops off the last digit.)

Equivalency Chart

Minutes	Equivalent
1	0.02
2	0.03
3	0.05
4	0.07
5	0.08
6	0.10
7	0.12
8	0.13
9	0.15
10	0.17
11	0.18
12	0.20
13	0.22
14	0.23
15	0.25
16	0.27
17	0.28
18	0.30
19	0.32
20	0.33
21	0.35
22	0.37
23	0.38
24	0.40
25	0.42
26	0.43
27	0.45
28	0.47
29	0.48
30	0.50

Minutes	Equivalent
31	0.52
32	0.53
33	0.55
34	0.57
35	0.58
36	0.60
37	0.62
38	0.63
39	0.65
40	0.67
41	0.68
42	0.70
43	0.72
44	0.73
45	0.75
46	0.77
47	0.78
48	0.80
49	0.82
50	0.83
51	0.85
52	0.87
53	0.88
54	0.90
55	0.92
56	0.93
57	0.95
58	0.97
59	0.98
60	1.00

Excerpt from the OSPA Reference Manual: Entry Guides, On-line Daily Time, Entering Time at <http://www.oregon.gov/DAS/EGS/FBS/OSPS/docs/pubs/entry/entryodtemployee.pdf> .

Questions? Contact the OSPS Help Desk e-mail: OSPS.Help@oregon.gov Telephone: 503-378-6777 jobaid_equivalents.docx Page 1
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