



# 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	Minutes	Equivalent
1	0.02	31	0.52
2	0.03	32	0.53
3	0.05	33	0.55
4	0.07	34	0.57
5	0.08	35	0.58
6	0.10	36	0.60
7	0.12	37	0.62
8	0.13	38	0.63
9	0.15	39	0.65
10	0.17	40	0.67
11	0.18	41	0.68
12	0.20	42	0.70
13	0.22	43	0.72
14	0.23	44	0.73
15	0.25	45	0.75
16	0.27	46	0.77
17	0.28	47	0.78
18	0.30	48	0.80
19	0.32	49	0.82
20	0.33	50	0.83
21	0.35	51	0.85
22	0.37	52	0.87
23	0.38	53	0.88
24	0.40	54	0.90
25	0.42	55	0.92
26	0.43	56	0.93
27	0.45	57	0.95
28	0.47	58	0.97
29	0.48	59	0.98
30	0.50	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 OSPPS Help Desk e-mail: [OSPPS.Help@oregon.gov](mailto:OSPPS.Help@oregon.gov) Telephone: 503-378-6777 jobaid\_equivalents.docx Page 1  
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