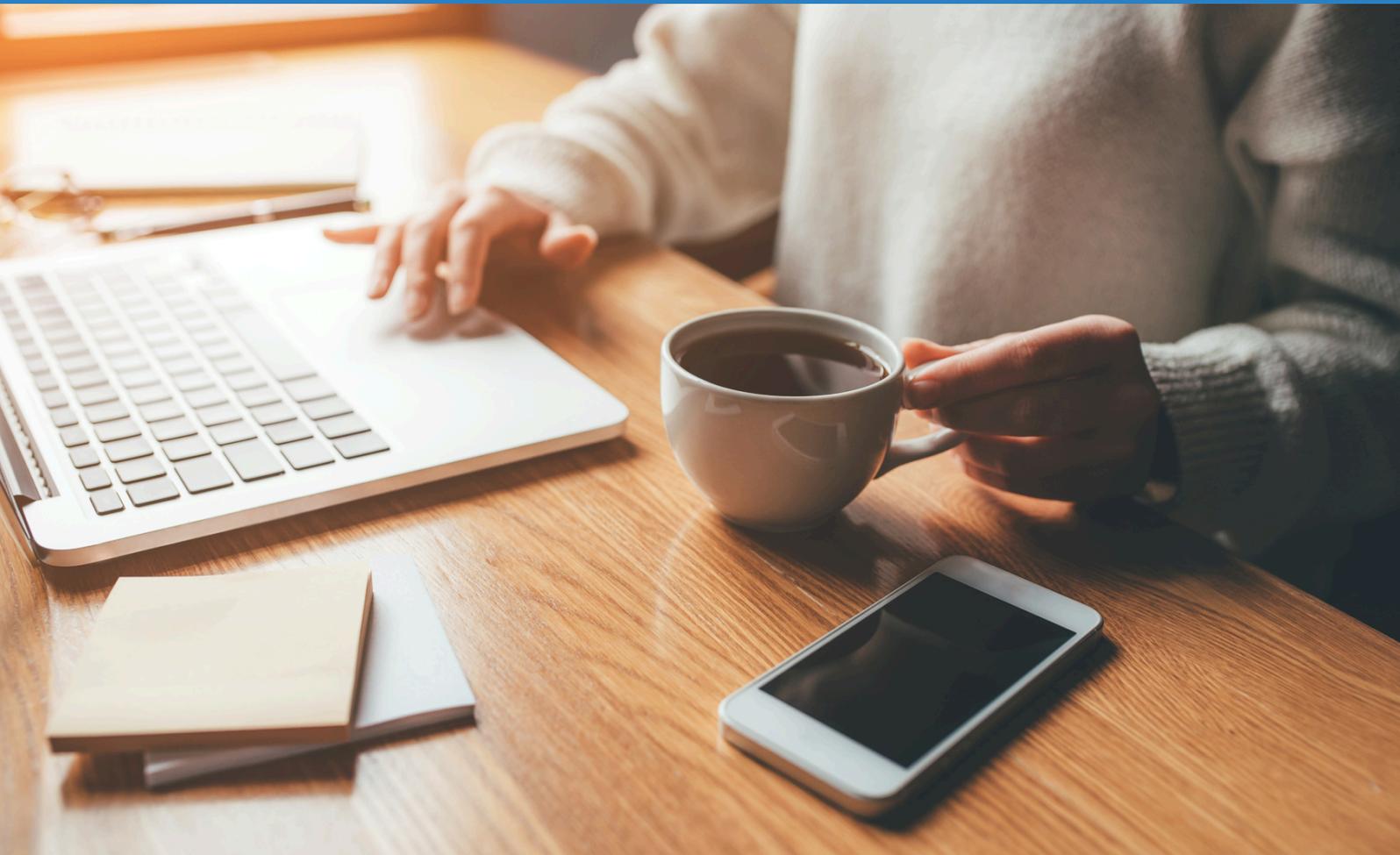


Four-Day Workweek



What is it?

The term "four-day workweek" indicates a condensed variation of the conventional workweek, in which employees work for four days instead of the typical five, resulting in a longer three-day weekend instead of the customary two-day break.

How it works

The typical four-day workweek model reduces both the daily work hours and the total weekly hours. During a four-day workweek, employees complete 32 hours of work each week instead of the usual 40, with no change in benefits or compensation.

Tips and Tricks

- Collaborate with your employer to establish a clear and mutually agreed-upon work schedule, outlining daily working hours and designated days off, while ensuring adherence to your employment contract and local labour laws.
- Acknowledge that extended work hours necessitate adept time management and focused efforts to sustain high productivity levels. Organize your tasks and breaks thoughtfully.
- In the event of familial obligations, make certain that you have arrangements in place for childcare or family assistance during the extended workdays

How to Plan your Commute

- Consider the potential impacts of a four-day workweek on your daily commute. With fewer workdays, you may experience a decrease in commuting time and a noticeable reduction in transportation expenses.
- A shorter workweek can contribute to a positive environmental footprint by lessening the need for commuting and energy consumption. Additionally, employees might discover extra time to participate in community or social endeavours.

