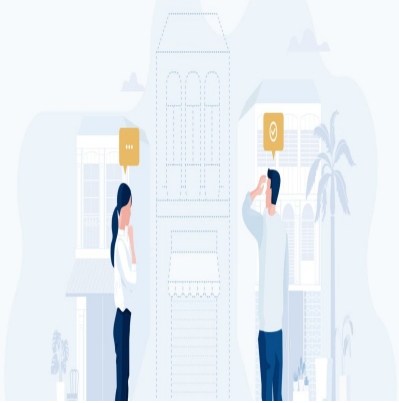




Rest-Day Pay in Singapore: A Worked Calculator

Description

Rest-day pay depends on who requested the work, how long the employee worked and whether Part 4 coverage applies. Use the basic rate of pay, not the gross rate, and calculate from the employee's normal work week.

This guide is written for a payroll administrator or covered employee checking payment for work on a rest day. It resolves a specific job: classify the request and hours, calculate the basic daily rate and reproduce the payable amount. Start with the branch that matches the facts, then keep the supporting record until the transaction, visit, filing or safety task is complete.

Choose the branch before acting

Your situation	Next move
Employer requested up to half a normal day	Use the statutory half-day branch for a covered employee
Employer requested more than half and up to a normal day	Use the full-day branch
Employee requested the work	Use the employee-request branch
Hours exceed normal daily hours	Calculate overtime separately under the applicable rules

Do not combine branches merely because two labels sound similar. The correct branch depends on the actual person, date, property, product, service or location involved. If one fact is unknown, pause at that row and verify it instead of carrying an assumption into the rest of the task.

Confirm Part 4 coverage

MOM's calculator states salary thresholds for non-workmen and workmen. The current position is set out by [MOM rest-day pay calculator](#).

Record occupation and monthly basic salary before assuming the statutory rest-day formula applies. Add the relevant date, document, amount, location or responsible person to the same record. That makes the choice reproducible and prevents a broad rule from being applied to the wrong facts.

Identify the actual rest day

A non-working Saturday in a five-day week is not automatically the same as the Sunday rest day. The supporting detail is available from [MOM monthly and daily salary definitions](#).

Check the roster or contract and the midnight-to-midnight rest-day designation. Add the relevant date, document, amount, location or responsible person to the same record. That makes the choice reproducible and prevents a broad rule from being applied to the wrong facts.

Identify who requested work

The formula differs when the employer requires work and when the employee requests it.

Keep the roster instruction, message or approved request that establishes the branch. Add the relevant date, document, amount, location or responsible person to the same record. That makes the choice reproducible and prevents a broad rule from being applied to the wrong facts.

Measure the hours

The half-day threshold is based on the employee's normal daily working hours, not an arbitrary four-hour rule in every case.

Record start, finish and unpaid breaks. Add the relevant date, document, amount, location or responsible person to the same record. That makes the choice reproducible and prevents a broad rule from being applied to the wrong facts.

Calculate the basic daily rate

MOM's formula for a monthly-rated employee uses 12 times monthly basic pay divided by 52 times average working days per week.

Exclude allowances, bonuses and overtime items that are outside basic pay. Add the relevant date, document, amount, location or responsible person to the same record. That makes the choice reproducible and prevents a broad rule from being applied to the wrong facts.

Separate overtime

Work beyond normal daily hours can create an additional overtime calculation.

Keep ordinary rest-day hours and overtime hours on different payroll lines. Add the relevant date, document, amount, location or responsible person to the same record. That makes the choice reproducible and prevents a broad rule from being applied to the wrong facts.

Make the payslip auditable

A lump-sum adjustment is hard to verify later.

Show date, requestor, hours, basic daily rate, branch and overtime in the payroll note. Add the relevant date, document, amount, location or responsible person to the same record. That makes the choice reproducible and prevents a broad rule from being applied to the wrong facts.

Worked example

Illustration: monthly basic pay S\$2,400 and a five-day work week gives a basic daily rate of S\$2,400 ÷ 12 ÷ (52 ÷ 5) = S\$110.77. The amount due then depends on who requested the work and the hours. Round only at the payroll stage required by policy.

The example is a calculation or planning model, not a promise about an individual outcome. Replace every example input with the live figure, document, route condition or case fact. Keep intermediate workings, because rounding too early or skipping one stage can produce an answer that looks plausible but cannot be checked.

Build one usable decision file

Create a short record with four columns: fact, evidence, effect on the decision and next owner. Put the controlling rule beside the particular fact it governs. A page about the right subject is not enough if it does not contain the number, deadline, eligibility test or operational detail used in the decision.

Save a dated copy or acknowledgement when the task is time-sensitive. If another person needs to continue the work, they should be able to see what was checked, what remains uncertain and which official channel can resolve it. This is especially important where contracts, money, employment, safety or personal data are involved.

Final check

1. Confirm coverage
2. Identify the designated rest day
3. Record who requested the work
4. Measure hours and breaks
5. Calculate basic daily rate
6. Add any applicable overtime separately
7. Show the computation on the payroll record

The Employment Act, contract, collective agreement and actual work facts control. Use MOM's live calculator or seek advice for unusual rosters.

Related LBRD guides

You may also need to [distinguish rest-day work from public-holiday work](#). For the next adjacent task, [record the payment on an itemised payslip](#).

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