

# Working hours and holiday entitlement

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The number of working hours and entitlement to leave are laid down in the employment contract. The standard values are written in square brackets, for example, 40 working hours and 25 days' leave are entered for full-time employment contracts. The standard values for your company can be configured in the settings (tile ***Contracts and Documents***). These can also be overwritten for different contractual agreements. If no details are entered, the standard values in the square brackets will be adopted.