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**CEYLON STANDARD
FOR NUMBERING OF WEEKS**

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BUREAU OF CEYLON STANDARDS

CEYLON STANDARD FOR NUMBERING OF WEEKS

C. S. 123: 1971

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CEYLON STANDARD FOR NUMBERING OF WEEKS

FOREWORD

This Ceylon Standard was prepared under the authority of the Metric Divisional Committee of the Bureau of Ceylon Standards and was approved by the Council of the Bureau on 2nd December, 1971.

It has been found that the calendar week is a convenient time period for certain commercial and planning purposes and that the delivery dates in purchasing contracts, transport plans and similar documents are frequently designated by referring to a certain week number. The method of numbering the weeks of the year is specified in this Standard and this Ceylon Standard for Numbering of Weeks is an adoption of an ISO recommendation which has been prepared to use a uniform method of numbering of the weeks of the year.

Uniform numbering of weeks necessitates a unique designation of the day on which a week begins. For commercial, i. e. accounting, planning and similar purposes for which a week number might be used, Monday has been found the most appropriate as the first day of the week.

1. SCOPE

This Ceylon Standard specifies a system for the numbering of the weeks of a year of the Gregorian calendar. For this purpose it designates the day on which a week begins and defines week number one of a year.

2. FIELD OF APPLICATION

This Ceylon Standard should be applied in all cases where a definite week of the year is to be designated for commercial use.

3. RULES FOR NUMBERING

3.1 Definition

A week number should always stand for a time period of seven days.

3.2 Beginning of a week

For the purpose of week numbering, the first day of a week shall be Monday.

3.3 Designation of week number one of a year

Week number one of a year is the first week containing four days or more of the new year.

NOTE: The week number one of any year is the week containing the first Thursday of January (see example in Appendix). The first week therefore commences from Monday of the week containing the first Thursday of January whether this Monday belongs to the new year or the past year.

3.4 Writing of week number

This Ceylon Standard does not specify a unique form of writing the week number. The form of writing will depend on the context of its application:

- for the purpose of automatic data processing, the week numbers one to nine will be written with two digits (i.e. 01 to 09);

- diary and calendar publishers will not normally print a zero in front of the week numbers 1 to 9;

- to clearly indicate the reference to a week number, a symbol for "week" (in the relevant language) may be added to the number (e.g. W 01 or W 1 for week number one);

- in delivery contracts, etc. the week numbers one to nine should be written with two digits, in order to reduce the possibility of falsification.