

Military Time Chart

Every hour and quarter hour of the day in standard 12-hour time and 24-hour military time.

AM HOURS		Midnight to 11:45 AM			
STANDARD		:00	:15	:30	:45
12 AM MIDNIGHT	0000	0015	0030	0045	
1 AM	0100	0115	0130	0145	
2 AM	0200	0215	0230	0245	
3 AM	0300	0315	0330	0345	
4 AM	0400	0415	0430	0445	
5 AM	0500	0515	0530	0545	
6 AM	0600	0615	0630	0645	
7 AM	0700	0715	0730	0745	
8 AM	0800	0815	0830	0845	
9 AM	0900	0915	0930	0945	
10 AM	1000	1015	1030	1045	
11 AM	1100	1115	1130	1145	

PM HOURS		Noon to 11:45 PM			
STANDARD		:00	:15	:30	:45
12 PM NOON	1200	1215	1230	1245	
1 PM	1300	1315	1330	1345	
2 PM	1400	1415	1430	1445	
3 PM	1500	1515	1530	1545	
4 PM	1600	1615	1630	1645	
5 PM	1700	1715	1730	1745	
6 PM	1800	1815	1830	1845	
7 PM	1900	1915	1930	1945	
8 PM	2000	2015	2030	2045	
9 PM	2100	2115	2130	2145	
10 PM	2200	2215	2230	2245	
11 PM	2300	2315	2330	2345	

RULE 01

Before 1:00 PM, keep the hour

From 1:00 AM through 12:59 PM, the hour number is the same in both formats. Drop the AM or PM and write four digits, adding a leading zero when the hour is a single digit. The one exception is the midnight hour, which starts with 00.

12:30 AM = 0030 | 9:30 AM = 0930 | 12:45 PM = 1245

RULE 02

After 12:59 PM, add 12 to the hour

From 1:00 PM onward, add 12 to the hour number to get military time. The minutes always stay the same. To go back to standard time, subtract 12 from any hour of 13 or higher.

2:00 PM = 1400 | 5:45 PM = 1745 | 11:00 PM = 2300

0000

Midnight, start of the day

1200

Noon

2359

Last minute of the day

No colon

Military time uses four digits

Military Time Reference Guide

How to say it, how to log it on a timesheet, and how to read the time zone letter at the end.

HOW TO SAY MILITARY TIME OUT LOUD

0000	Zero hundred	0100	Zero one hundred	0200	Zero two hundred	0300	Zero three hundred
0400	Zero four hundred	0500	Zero five hundred	0600	Zero six hundred	0700	Zero seven hundred
0800	Zero eight hundred	0900	Zero nine hundred	1000	Ten hundred	1100	Eleven hundred
1200	Twelve hundred	1300	Thirteen hundred	1400	Fourteen hundred	1500	Fifteen hundred
1600	Sixteen hundred	1700	Seventeen hundred	1800	Eighteen hundred	1900	Nineteen hundred
2000	Twenty hundred	2100	Twenty-one hundred	2200	Twenty-two hundred	2300	Twenty-three hundred

Add "**hours**" in formal settings, as in "fourteen hundred hours." When the minutes are not zero, read the time as two pairs of numbers: **1530** is "fifteen thirty" and **0745** is "zero seven forty-five."

MINUTES TO DECIMAL HOURS

MIN	HRS	MIN	HRS	MIN	HRS	MIN	HRS
:00	0.00	:15	0.25	:30	0.50	:45	0.75
:01	0.02	:16	0.27	:31	0.52	:46	0.77
:02	0.03	:17	0.28	:32	0.53	:47	0.78
:03	0.05	:18	0.30	:33	0.55	:48	0.80
:04	0.07	:19	0.32	:34	0.57	:49	0.82
:05	0.08	:20	0.33	:35	0.58	:50	0.83
:06	0.10	:21	0.35	:36	0.60	:51	0.85
:07	0.12	:22	0.37	:37	0.62	:52	0.87
:08	0.13	:23	0.38	:38	0.63	:53	0.88
:09	0.15	:24	0.40	:39	0.65	:54	0.90
:10	0.17	:25	0.42	:40	0.67	:55	0.92
:11	0.18	:26	0.43	:41	0.68	:56	0.93
:12	0.20	:27	0.45	:42	0.70	:57	0.95
:13	0.22	:28	0.47	:43	0.72	:58	0.97
:14	0.23	:29	0.48	:44	0.73	:59	0.98

Timesheets and payroll systems often record time as decimal hours. A shift from **0730** to **1615** is 8 hours and 45 minutes, or **8.75** hours.

COMMON MISTAKES

STANDARD	WRONG	RIGHT
12:00 AM	1200	0000
12:30 AM	1230	0030
1:00 PM	1100	1300
3:45 PM	0345	1545
Half past midnight	2430	0030

MILITARY TIME ZONE LETTERS

Z Zulu	UTC Universal reference	N November	-1
A Alpha	+1	O Oscar	-2
B Bravo	+2	P Papa	-3
C Charlie	+3	Q Quebec	-4
D Delta	+4	R Romeo	-5 US Eastern
E Echo	+5	S Sierra	-6 US Central
F Foxtrot	+6	T Tango	-7 US Mountain
G Golf	+7	U Uniform	-8 US Pacific
H Hotel	+8	V Victor	-9 Alaska
I India	+9	W Whiskey	-10 Hawaii
K Kilo	+10	X X-ray	-11
L Lima	+11	Y Yankee	-12
M Mike	+12	J Juliet	Local Observer's local time

US zones are shown in standard time. During daylight saving time, move one letter toward Zulu, so US Eastern becomes **Q** (UTC-4). Hawaii and most of Arizona do not change.

FOUR WAYS TO WRITE IT

1545

Standard military format used in orders and logs

15:45

24-hour format with a colon used by hospitals and transit

1545Z

Zulu time, the same as UTC, used in aviation and operations

1545J

Juliet, the observer's local time zone

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