



THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্ব দ্বাৰা প্ৰকাশিত

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No. 670 Dispur, Thursday, 25th September, 2025, 3rd Asvina, 1947 (S.E.)

GOVERNMENT OF ASSAM
ORDERS BY THE GOVERNOR
LABOUR WELFARE DEPARTMENT
LABOUR (RC) BRANCH

NOTIFICATION

The 25th September, 2025

No. E-647461/338.- In cancellation of earlier Govt. Notification No. E.647461/331 dated: 26-08-2025 regarding certain conditions in respect of women Security & Safety and as per direction of Govt. of India (EoDB Deregulation Cell), the Governor of Assam is hereby pleased to modify the following conditions for employment of women in night shifts (From 7 PM to 6AM) as follows: -

1. It will be the duty of the employer and other responsible persons that they may prevent any act of probable sexual harassment and in case of such incident, they shall arrange for taking appropriate action.
2. It shall be the duty of the employer or other responsible persons at the work places or institutions to prevent or deter the commission or acts of sexual harassment and to provide the procedures for the resolution statement or prosecution of acts of sexual harassment by taking all steps required.
3. All employers or persons in charge of work place or factory should take appropriate steps to prevent sexual harassment and they should take the following steps:
 - (i) Express prohibition of sexual harassment in any form such as unwelcome sexually determined behavior either directly or by implication or advances or contact to gain contact or demand sexual favours or make sexually coloured remarks or showing pornography or any other unwelcome physical, verbal or non-verbal contact or sexual nature:
 - (ii) The Rules or regulations shall be framed by the factory managements relating to conduct and discipline prohibiting sexual harassment and provide for appropriate penalties in such rules against the offenders and also introduce amendments wherever necessary which are existing in the Standing Orders:

- (iii) Provide appropriate working conditions in respect of work, leisure, health and hygiene to further ensure that there is no hostile environment towards women at work place and no women employee should have reasonable ground to believe that she is disadvantaged in connection with her employment.
- 4. In case of any criminal case the employer shall initiate appropriate action in accordance with the penal law without delay and also ensure that victims or witnesses are not victimized or discriminated while dealing with the complaints of sexual harassment and wherever necessary at the request of the affected workers, shift or transfer the perpetrator, if circumstances so warrant. The employer shall take appropriate disciplinary action if such conduct amounts to misconduct in employment.
- 5. The employer shall maintain a complaint redressal mechanism in the factory itself and the said mechanism should ensure time bound treatment of complaints. Such mechanism should be at any rate to provide, when necessary a Complaint Committee, a special counselor or other support services including the maintenance of confidentiality.
- 6. Such Complaint Committee should preferably be headed by a woman and not less than half of its members should be women besides a non-governmental organization representation in the committee. Such person should be familiar with the issue relating to women and sexual harassment.
- 7. The women employees should be sensitized about their rights in particular by prominently notifying the guideline, on the subject.
- 8. Wherever there is a harassment at the instance of a third party either by an act or omission, employer and person in charge of the factory should take all steps necessary and reasonable to assist the affected person in terms of support and preventive action.
- 9. The employer shall provide proper lighting not only inside the factory, but also surrounding of the factory and to all places where the female workers may move out of necessity in the course of such shift and it shall be mandatory to install CCTV Surveillance in all the crucial areas to ensure safety of women employees.
- 10. It is mandatory for employer to provide separate Ladies Toilets in the work place with adequate lighting and security.
- 11. Transportation facility shall be provided wherever transportation is provided by the employer or the occupier of the factory with pre-installed CCTV Surveillance and GPS System in the vehicles used for transportations of women employees.
- 12. The employer or occupier of the factory shall provide night Creches for the Children of the women employees.
- 13. The factory shall provide appropriate medical facilities and also make available at any time of urgency by providing necessary telephone connections and where more than hundred women workers are employed in a shift a separate vehicle be kept ready to meet the emergent situation such as hospitalization, whenever there is a case of injury or incidental acts of harassment etc.

14. Wherever the factory provides boarding and lodging arrangements for the women workers the same shall be kept exclusively for the women under the control of women wardens or supervisors.
15. In order respects, the provisions of the Factories Act and the rules of other statutory provisions with respects to the hours of work and the Payment of Equal Remuneration Act and all other Labour Legislations shall be followed by the employer.
16. Apart from the facilities, which are permissible under the Factories Act and additional holiday shall be permitted for the women workers during their menstruation period which shall be a paid holiday for the night shift.
17. The women workers who work in night shifts and regular shifts shall have a monthly meeting through their representatives with principal employer once in eight weeks as grievance day and the employer shall try to comply all just reasonable grievances.
18. The employer shall be at liberty to employ women workers as a whole or in part during night shift, provided, the above directions be complied with.
19. The area Inspector of Factories and the Labour Officer shall strictly enforce the direction and make it a point to take note of the non-compliance in their inspection from time to time and see that the employer complies with the directions by appropriate action.

This Notification will come into force with immediate effect.

JOHN BERCHMANS EKKA,

Additional Chief Secretary to the Government of Assam,
Labour Welfare Department.