

## **Bangladesh Labour Rules, 2015**

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### **Introduction**

The Bangladesh Labour Rules, 2015 were formulated to give practical effect to the Bangladesh Labour Act, 2006, and to ensure clarity in procedures, compliance, and enforcement. These rules define and expand the administrative procedures for employment conditions, safety, welfare, working hours, holidays, wages, disciplinary procedures, and industrial relations. The rules aim to balance employer-employee relationships and protect workers from exploitation.

### **Employment and Conditions of Service**

The Rules outline the format and content of employment letters and service books, which employers are obligated to maintain. It defines the probation period, conditions for confirmation, classification of workers, and terms for termination or resignation. Rule 3 requires that appointment letters be issued with full terms of employment. Rule 6 ensures that service books are updated with the worker's job history, promotions, penalties, and wages.

### **Working Hours, Overtime, and Leave**

The Rules clarify the limits of daily and weekly working hours under Rule 100. A worker may not be employed for more than eight hours a day and forty-eight hours a week. Any additional work is considered overtime and must be paid at twice the ordinary rate of wages. Rule 107 mandates maintaining overtime registers. Workers are entitled to casual leave, sick leave, and annual leave as per Rule 115 to 120. Rule 124 specifies that leave records must be maintained by every employer.

### **Wages and Deductions**

Rule 106 and 121 regulate the manner of wage payment and permissible deductions. Employers must pay wages in cash or into bank accounts, and provide payslips. Unauthorized deductions are prohibited. Rule 122 stipulates conditions under which deductions may be made for fines, absence, damages, or advances. All deductions must be properly recorded in a register.

### **Health, Hygiene, and Welfare Measures**

Rules 51 to 75 describe employer responsibilities for ensuring a clean, safe, and healthy working environment. Rule 54 requires provision of potable drinking water. Rule 57 mandates the cleanliness of workspaces, proper lighting, and ventilation. Toilets and washing facilities must meet the criteria in Rule 59. First-aid boxes must be available under Rule 74. Rule 76 also requires creche facilities for female workers with children under six, if there are at least 40 female employees.

### **Safety and Fire Precautions**

The Rules emphasize accident prevention and fire safety. Rule 40 requires employers to implement safety training. Rule 46 makes it mandatory to have fire-fighting arrangements including extinguishers and fire alarms. Emergency exit routes must be clearly marked and

accessible at all times. Safety committees must be formed in larger factories, as per Rule 77, to review safety measures regularly.

### **Disciplinary Action and Misconduct**

Rule 178 defines misconduct, including habitual late attendance, absenteeism, insubordination, and theft. Disciplinary procedures under Rule 180 require that charges be notified in writing and that the worker be given an opportunity to be heard. Suspension pending inquiry is allowed, and final decisions must be communicated in writing. Rule 186 provides for appeal mechanisms in case of disputes regarding punishment.

### **Welfare Officers and Compliance**

Rule 261 requires establishments employing over 500 workers to appoint a Welfare Officer, whose duties include ensuring compliance with welfare measures, handling grievances, and supporting female workers. Rule 262 empowers labour inspectors to enter premises, examine records, and ensure that labour laws are implemented. The Rules provide detailed forms for each requirement, ensuring traceability and transparency.

### **Workers' Participation in Management**

Rules 213 to 220 implement the provisions for participatory committees. These are intended to improve employer-employee relations by involving workers in decision-making about welfare, productivity, and disciplinary matters. Elections must be conducted in a democratic manner, and committee meetings should be held regularly. These measures are aimed at fostering cooperation and minimizing conflict.

### **Penalties and Enforcement**

Violations of the Labour Rules are punishable under the Bangladesh Labour Act, 2006. Rule 282 ensures that all registers, forms, and compliance reports are subject to inspection. In case of breach, employers can be fined, and in some cases prosecuted. Penalties may include fines ranging from BDT 5,000 to BDT 25,000 depending on the severity and nature of non-compliance. Repeated offences attract higher penalties and may lead to suspension of factory licenses.

### **Special Provisions for Female and Juvenile Workers**

Rules 225 to 232 address the employment of women and juveniles. Female workers are protected from night shifts in hazardous jobs. Maternity benefits are regulated under Rule 236 to 240, ensuring full wages and job protection during pregnancy. Juvenile workers between the ages of 14 and 18 must obtain medical fitness certificates under Rule 231 before they are allowed to work.

### **Conclusion**

The Bangladesh Labour Rules, 2015 serve as a comprehensive legal and procedural manual to operationalize the Labour Act, 2006. These rules cover every aspect of employment, safety, welfare, and dispute resolution in the workplace. With mandatory record-keeping, clear grievance redressal mechanisms, and enforceable penalties, the Rules strengthen labour rights and enhance accountability in the industrial sector of Bangladesh.

