



PUNEET GUPTA & ASSOCIATES

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Ref No.: **Circular : MW/07-13/2016**

Dated:- **05/10/2016**

**Nature of Scheduled
Employment**

GENERAL - MINIMUM RATES OF WAGES

In continuation to our earlier circulars, regarding the enhancement/adjustment in minimum rates of wages payable to different categories of employees, employed in various scheduled employments. It is hereby intimated that the Punjab Government has further increased the minimum rates of wages, linking it with the Consumer Price Index Numbers (CPI) 2001 series. The rise in minimum rates of wages has been announced in view to naturalize the increase in cost of living.

The Department of Labour, Punjab has issued a letter bearing No **ST/23879** dated: **04/10/2016** wherein the above enhancement/adjustment has been announced effective from **01/09/2016**
Hence, the arrears may be released while processing the salary for current month

The increase in wages for monthly rated employee is (INR) Rs. **248.04** & for daily rated is **9.55**
& for hourly worker is **1.19**

The detail of **Enhanced/Adjusted** minimum rates of wages for monthly rated and daily rated and hourly rated employees under different categories are as under:-

S.No.	CATEGORY	ADJUSTMENT OF MINIMUM RATE OF WAGES		
		W.E.F.	<u>01/09/2016</u> (in Rs.)	
		Monthly	Daily	Hourly rated
1 . U n s k i l l e d	<u>UNSKILLED:-</u> 01/09/2016			
	"Unskilled" work is one, which involves simple operation requiring little or no skill on the job.			
	Some of the commonly used designations in various scheduled employments are as under:- Gate keeper, Peon, Chowkidar, Sweeper (without machine or electric gadget), Rickshaw Puller, Poster Paster, Board Boy, Gardener, Rehriwala, Labourer, under matriculate peon, helper, waterman, Oil man, Beldar, Masalchi, Kneader, Guide, Pantry man, Hawker, Lab boy, Mazdoor, Loader- Unloader, Ward boy, Operation theatre helper, Lady ward Attendant, Laundry man.	7458.56	287.27	35.90



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	<u>SEMI-SKILLED</u>	<u>01/09/2016</u>			
S e m i - S k i l l e d	“Semi-skilled work” is one which involves some degree of skill or competence acquired through experience on the job and which is capable of being performed under the supervision or guidance of a skilled employee and includes unskilled supervisory work.				
	Or				
	A person having a certificate course or equivalent diploma in that particular trade from an ITI. A trainee or an apprentice who has completed his training under the Apprenticeship Act, 1961 will also be considered as a Semi-skilled worker.				
	Or				
	Un-skilled employees who work with the same employer for ten years continuously shall be placed in the Semi-skilled category.		8238.56	317.27	39.70
	Some of the commonly used designation of Semi skilled employees in various scheduled employments are as under:-				
	Sweeper who has experience of two years or those sweepers who use electrical machines like vacuum cleaner etc. Kinariwala, Assistant Machine man, Assistant Mistry, Assistant Electrician, Assistant Welder, Assistant Fitter, Junior Operator, Assistant Moulder, Boiler Attendant, Assistant Bearer, Assistant Halwai, Book Binder, Book Stitcher, Brusher, Washer, Assistant Wireman, Shaver, Buffer, Assistant Mixer Man, Weaver, Assistant Achar Murabba Maker, E.C.G./E.E.G./X-ray Attendant etc.				



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3 . S k i l l e d	SKILLED	01/09/2016	9135.56	351.77	44.00
	<p>“Skilled Work” means work which involves skill or competence acquired through experience on the job or through training as an apprentice in a technical or vocational institute.</p>				
	<p>OR</p>				
	<p>A person who has a diploma of three years from any Polytechnic College in a particular trade shall be treated as a Skilled worker and it also includes a trained security guard, light vehicle driver and a conductor as defined in Motor Vehicle Act, 1988.</p>				
	<p>OR</p>				
	<p>Semi-skilled employees who work with the same employer for five years continuously shall be placed in the Skilled category.</p>				
<p>Some of the commonly used designation of Skilled employees in various scheduled employments are as under:-</p>					
<p>Security Guard (Persons who have obtained training under Rule 5(1) of the Punjab Private Security Agencies (Regulation) Rules, 2007, Sewerman, Concrete and Mixer, Daffedar, Head Mali, Head Survey Khalasi, Tar Sprayer, Bajri Spreader, Boiler Man, Hammer Man, Jumper Man, Hobee Driver, Thatcher, Boatman, Glass Blower, Grinding Man, Mason, Electroplater, Electrician, Pump Attendant, Welder, Wireman, Turner, Gratuation Man, Candy Plant Operator, Refrigeration Mechanic, Moulder, Machine Man, Engineer (Diploma Holder), Chief Chemist, Rigger, Spinning Master, Black Smith, Carpenter, Camera Man, Die Maker, Video Film Maker, Photographer, Auxiliary Nurse-cum-Midwife (ANM), Assistant Dispenser, Junior Radiographer, Floor Washer, White Washer, Painter, Polish man, Buffing man, Cutter, Tailor, Artist, Lathe Man, Design Cutter, Clerk, Time Keeper, Salesman, Office Assistant, Storekeeper, Accountant, Steno-typist, Data Entry Operator, Computer Operator.</p>					



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4 · H i g h l y S k i l l e d	<u>HIGHLY SKILLED</u> <u>01/09/2016</u>			
	“Highly Skilled Work” means a work which calls for a degree of perfection and full competence in the performance of certain tasks, including clerical work acquired through intensive technical or professional training or practical work experience for certain reasonable period and also require of an worker to assume responsibility for the judgment or decision involved in the execution of these tasks.			
	or			
	A person who has been duly declared a Graduate in Engineering or in any other special or other professional trade from a Government recognized institution, Board or University.			
	Some of the commonly used designation of highly skilled employees I various scheduled employments are as under:			
	Security Supervisor (who has obtained training as per syllabus approved by Department of Technical Education and Industrial Training vide their letter dated 6.8.2009), Graduate in any discipline or an under-graduate with Diploma/Certificate Course in Stenography or Diploma in computer Applications/Accountancy or Supervisory Staff who have to take independent decisions, Graduate Clerk, Sweeping Machine Operator or Sewerman with 2 year experience, heavy vehicle driver i.e. truck, tempo, tractor, bus, bulldozer, crane operator, road rollers and harvester combine operator, Loco Shunt operator, dozer operator, JCB operators, Radiographers, Assistant Opthamalic Technician, Audiology Technician, X-ray/E.C.G./E.E.G., Pharmacist, Lady health visitor, Nursing Superintendent, Staff Nurse, Dietician, Medical Social Worker, Demonstrator, Deputy chief Pharmacist, House Surgeon, Radiology Superintendent, Brick Layer, Stone Chistler, Water Pump driver, Diesel/Electric Mixer Driver, Plumber, Well Sinker, Plasterer etc.	10167.56	391.47	49.00

Explanation:

The above Classification of Workers is as per Govt. Notification No. S.O.94/C.A.11/1948/Ss 3 & 1 5/2012 dated 15-11-2012.

2 These designations are illustrative and not exhaustive in nature.

Note :- Despite best efforts, errors may creep in. It is merely for reference and not legal.

(Puneet Gupta)

Advocate