

**OFFICE OF THE SECRETARY-CUM-COMMISSIONER (LABOUR)
LABOUR DEPARTMENT, GOVT. OF NCT OF DELHI
5, SHAM NATH MARG, CIVIL LINES, DELHI-110054**

F.No.Lab/Addl.LC/Misc./ 278-286

Dated: 22/12/25

ADVISORY

In continuation to previous advisory dated 17.12.2025 issued by Labour Department, GNCTD, all the Employers are advised to stagger office timings in respect of their employees working in their premises in such a manner to ensure that maximum spread over does not exceed prescribed limit as per Factories Act, 1948 and Delhi Shops & Establishments Act, 1954. Further, employers should make best possible efforts to ensure that private vehicles are not used for commutation and as far as practicable shared transport facility be provided by the Employers to their employees. The purpose of issuing this advisory is to ensure that Employers should also take effective measures to curtail pollution in Delhi.

This issues with the approval of Secretary-Cum-Commissioner (Labour).

U.K. Sinha
22/12/2025

(U.K. Sinha)

Addl. Labour Commissioner

To:

1. All the Employers of Industrial Establishments, Factories, Shops and Commercial Establishments through their associations.

Copy to:

1. The Principal Secretary to Hon'ble LG, GNCTD.
2. The Principal Secretary to Hon'ble CM, GNCTD.
3. The Secretary to Hon'ble Minister (Labour), GNCTD.
4. The Staff Officer to Chief Secretary, GNCTD.
5. The PPS to Principal Secretary/Secretary, Department of Environment, GNCTD.
6. PPS to Secretary-Cum-Commissioner (Labour), GNCTD.
7. All the District In-charges, Electrical Inspector, Director, Industrial Safety & Health to sensitize the stakeholders about this advisory.
8. The Dy. Director (IT), Labour Department, GNCTD to upload this notice on the Labour Department website.

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The Labour Department, GNCTD has issued advisory dated 17.12.2025 and 22.12.2025 related to restricting the attendance of Employees up to 50%, staggering of office hours and providing shared transport facility by the Employers to their Employees in connection with the measures taken to mitigate the adverse impact of pollution upon the citizens.

All the JLCs/DLCs/Director (Industrial Safety & Health)/Electrical Inspector are directed to convene the meeting of employers/market associations in their respective jurisdiction and to sensitize them about both the advisories dated 17.12.2025 and 22.12.2025 (copy enclosed). The Action Taken Report and compliance on the part of Employers should be furnished on every Friday on weekly basis.

U.K. Sinha
22/12/2025

(U.K. Sinha)

Addl. Labour Commissioner

U.O. No. No.Lab/Addl.LC/Misc./287-290

Dated: 22/12/25

To,

1. All the District In-charges, Electrical Inspector, Director, Industrial Safety & Health.
2. The PPS to Secretary-cum-Commissioner (Labour), Labour Department, GNCTD.
3. The Dy. Director (IT), Labour Department, GNCTD to upload this notice on the Labour Department website.
4. Guard file.