



**Government of West Bengal**  
**Office of the Labour Commissioner**  
**6, Church Lane, 4<sup>th</sup> floor, Kolkata – 700 001.**

No. 635/711/Stat/2RW/37/2016/LCS/JLC

Dated: 28.11.2017

**CIRCULAR**

The Government of West Bengal in the Labour Department has fixed minimum rates of wages in the employment of **Courier Service** in the State of West Bengal as per notification number Labr/648/(Law)/MW/2W-32/13 Dated 29.12.2016, as published in the Kolkata Gazette Extraordinary dt. 30.12.2016.

- (a) Now, with reference to the said notification, the following shall be the minimum rates of wages in the said employment for the period from **1<sup>st</sup> January, 2018 to 30<sup>th</sup> June, 2018.**

Categories of Employees	Monthly Minimum Rates of Wages	
	Zone A	Zone B
Unskilled	Rs.7661.00	Rs.6922.00
Semi-Skilled	Rs.8427.00	Rs.7613.00
Skilled	Rs.9270.00	Rs.8375.00
Highly Skilled	Rs.10197.00	Rs.9214.00

- (b) **Implementing areas: Zone 'A'**=(i) Areas under Municipal Corporations, Municipalities, notified Areas/ Authorities, Development Authorities, Thermal Power Plants Areas including Industrial Township Areas;  
**Zone 'B'**=Rest of the West Bengal.
- (c) The classification of employees in the above employment is as follows:-  
**Unskilled:** Peon, Cleaner, Sweeper, Security Man, Loader;  
**Semi-skilled:** Assistant operator, Assistant Customer Care Staff, Assistant System Delivery Man;  
**Skilled:** Clerk, Computer Operator, Accountant, Office Assistant, Field Representative, Executive-Business Development, Executive-Operation, Executive-Customer Care, Supervisor, Driver;  
**Highly Skilled:** Senior Executive, Senior Supervisor.
- (d) To arrive at daily rates, monthly rates shall have to be divided by 26 and to be rounded off to the nearest rupee and to arrive at weekly rates, daily rates shall have to be multiplied by 6.
- (e) A normal working day shall consist of eight and half hours of work including interval for half-an-hour for rest.
- (f) One day in any period of seven days as may suit the local convenience shall be the day of weekly rest.

**Contd. P/2.**

- (g) The minimum rates of wages include the wages for weekly day of rest. Payment for work done on the day of weekly rest and for work done beyond the normal working hours shall be double the ordinary rate of wages.
- (h) Where the existing rates of wages of any employee based on contract or agreement or otherwise are higher than the rates notified herein, the higher rates shall be protected and treated as minimum rates of wages applicable for the purpose of this notification to such employees.
- (i) The minimum rates of wages are applicable to employees employed by contractors also.
- (j) The minimum rates of wages for disabled persons shall be same as payable to the workers of appropriate category.
- (k) The men and women employees shall get the same rates of wages for same work or work of similar nature.
- (l) The minimum rates of wages and Variable Dearness Allowance, if any, both together shall constitute the minimum rates of wages to be enforceable under the Minimum Wages Act, 1948 (11 of 1948).

This is issued with due approval of the Labour Commissioner, West Bengal.



(Samir Kumar Basu)  
Joint Labour Commissioner,  
West Bengal.

MEMO. NO. 635 /1(4)/711/Stat/2RW/37/2016/LCS/JLC

Dated: 28.11.2017

1. The Principal Secretary, Labour Department, New Secretariat Buildings, 12<sup>th</sup> floor, 1, K.S. Roy Road, Kolkata – 700 001.
2. The Labour Commissioner, West Bengal, N. S. Buildings, 11<sup>th</sup> Floor, Kolkata-1. This has reference to his kind approval dated 28.11.2017.
3. The Secretary (Central Trade Unions/ All Chambers of Commerce), .....with the request to circulate this among his constituents.
4. The Joint/Deputy/Assistant Labour Commissioner.....With the request to circulate this among the Inspectors, M.W. under his jurisdiction.



(Samir Kumar Basu)  
Joint Labour Commissioner,  
West Bengal.