



LABOR LAW

HR & IR CONSULTANT

LABOR LAW | COMPLIANCE | TRAININGS

INDUSTRIAL RELATIONS, SOLUTIONS, HEADHUNTING & MANPOWER, CBA NEGOTIATIONS UNDER ONE ROOF

P: +92 300 9468738
A: Lahore, Pakistan
W: www.abbhrhub.com
E: info@abbhrhub.com

WORKER'S FACILITIES AND BENEFITS AT A GLANCE



Amjad Bhatti
Founder & CEO


ABB HR HUB
Trainers and Consultants

 0300-9468738, 0305 2808020
 HR@ABBHRHUB.COM
 WWW.ABBHRHUB.COM
 113 / D, Al Rahman Garden Phase 2, Shahdara, Lahore, Pakistan

Author: Amjad Bhatti, HR & IR Consultant and Trainer,
Contact No. 0300 946 8738, 0305 2808020

Volume 22 as on 27th of December 2025

Sr.#	Description	Min. No. of Employee	Level	Limit Salary / Wages	Rate	Coverage & Facilities
1	Bonus Ref. u/s 10 – C Punjab Industrial & Commercial Employment (Standing Orders) Amendment Act 2012	20 or More	All Workers	No Salary Limit	= One-month salary / wage	One bonus per year, if company declares profit 1. No profit no bonus 2. If profit is more than one-month wages then one bonus may be disbursed. 3. If profit is equal to one-month wages then 30% bonus may be disbursed. 4. If profit is less than one-month wages then 15% bonus may be disbursed.
2	Compulsory Group Insurance - CGI Ref. u/s 10-B (3) Punjab Industrial & Commercial Employment (Standing Orders) Amendment Act 2012	50 or More	All workers	No Salary Limit	Rs. 500,000/- Per head (This is minimum limit, organization can increase the limit)	Natural / Accidental death / disability coverage (GLI is not mandatory, but compensation is mandatory)
3	Gratuity Ref. u/s 12 (6) Punjab Industrial & Commercial Employment (Standing Orders) Amendment Act 2012	10 or More	All Workers	No Salary Limit	Last drawn gross salary / 26 X30 X No. of years served.	Separation Benefit Becomes Eligible after six months' service, on prorata basis) Ref. 1976 PLC 578

4	Provident Fund Ref. u/s 12(6) Punjab Industrial & Commercial Employment (Standing Orders) Amendment Act 2012	10 or More	All Workers	No Salary Limit	Self-8.33 % of gross pay (or 10% of Basic salary) And the same by the Co. (This is industrial practice. Law's focus on one-month gross salary after completion of one year of service)	Principal amount (Self + Company's Contribution) + profit paid (say - by the bank) at the time of separation
5	Medical Checkup Ref. u/s 23-A Factories Act 1934	10 or More	All Workers	No Salary Limit	Rs. 10/- Twice a year	Inoculation against TB, Cholera
6	Canteen Ref. u/s 24 Factories Act 1934	100 or More	All workers	No Salary Limit		Subsidized food and catering services
7	Overtime Ref. u/s 47 (1) Factories Act 1934	10 or More	All Workers	No Salary Limit	Basic Pay + Statutory Allowances	2 hrs per day @ double, if weekend lost then double OT + 1 Compensatory Leave, if Gazetted holiday lost then double OT + 2 Leaves
8	Leaves Ref. u/s 49 (B) (H) Factories Act 1934	10 or More	All Workers	No Salary Limit	Casual -10 Medical - 8 with full pay Or 16 with half pay Annual -14 After one-year continuous employment	With pay leaves per year

Author: Amjad Bhatti, HR & IR Consultant and Trainer,
Contact No. 0300 946 8738, 0305 2808020

					Compensatory – CPL Leaves Maternity leaves – 90 days (45 days before and 45 days after the delivery) for female employees Iddat Leaves 4 months and 10 days Male Employee Female Employee Male Employees	Worked against Weekly off days or Gazetted holidays May be made availed with in next 3 days. No limit of deliveries 100% wages for 130 days 30 days leave with full pay 1 st Delivery 180 2 nd Delivery 120 3 rd Delivery 90 7 days with full pay for two deliveries only As per company policy / discretion of the Management
	Section 36 PESSI 1965 U/s 37 (2) PESSI 1965 Maternity and Paternity Leave Act 2020 For Islamabad territory only Paternity Leaves u/s 49 J Factories amendment act 2022 Leave without pay Advance Leave Hajj Leave		Applicable to Islamabad Territory only			

9	Working Hours Ref. u/s 34 Factories Act 1934		All Workers	No Salary Limit	No Salary Limit	48 hours per week, 8 hours per day 6 Working days and one paid off day, may be on Sunday
10	Appointment of Welfare Officer U/s 24 – A (Factory Act 1934)	500 Workers				Take care the workers welfare
11	Set up of internal dispensary	500 Workers				Set up Internal dispensary to provide emergency medical treatment
12	Annual Leave Encashment Ref. u/s 14 (2) (b) Shop and Establishment Ordinance 1969	10 or More	All Workers	No Salary Limit	14 Annual Leaves, due after completion of one-year continuous employment	Un-availed annual leaves in excess of two years balance i.e 28 days @ gross salary
13	Accumulation of sick leaves U/s 15 (2) Shop and establishment ordinance 1969	10 or More	All workers	No Salary Limit	Up to 16 sick leaves Two years balance	Carry forward sick leave Balance, max 2 years' balance
14	Day care room U/s 10-A Shop and establishment ordinance 1969	25 female workers	All Workers	No salary limit	Children up to the age of 6 years	Establishment of day care room
15	Employees Old Age Benefit Institute EOBI Act 1976 Ref. No. 6455 dated 01.08.2025.	5 or More	All Employees (From Peon to GM) Excluding Directors Retirement from the	Rs. 40,000/ - pm	Co. 5 % Rs.2000/- Emp.1 %, Rs,400/- Minimum Pension Rs. 11,500/- per month, Max pension is Rs. 22,000/-	1. Monthly old age pension, 2. Survivor pension, 3. Lump Sum Grant Etc.

Author: Amjad Bhatti, HR & IR Consultant and Trainer,
Contact No. 0300 946 8738, 0305 2808020

			employment is not mandatory		applicable w.e.f. 1 st Jan 2025. Pension becomes due at the age Male 60 and female 55 years. No payment of contribution thereafter.	Retirement benefit (for pension payment of 15 year contributions is must and for death benefits 5 years' payment of contribution is must)
16	Fair Price Shop Ref. The Punjab Fair Price Shops (Factories) Ordinance 1971	100 or More	All Workers	No Salary Limit	No profit, whole sale rate 1. Wheat 2. Pulses 3. Wheat flour 4. Vegetable ghee 5. Coarse cloth 6. Laundry soap 7. Sugar	Provision of essential food items, as per detail provided in the law. (Sale of company products does not fulfil the objectives of the law)
17	Trade Union / CBA Ref. u/s 25 (1)(a) PIRA 2010 (not mandatory)	50 or More	All Workers	No Salary Limit	Executive =<100, 8 =<200, 10 =<300, 12 =<400, 14	Redress of individual grievances, collective bargaining, strike, etc.
18	Shop Steward u/s 28 PIRA 2010 (Optional - not mandatory)	50 or more			Elected / nominated for one year	To solve the workers problems at the department level
19	Worker Management Counsel Ref. u/s 29 PIRA 2010 (Optional - not mandatory)	50 or More	All Workers	No Salary Limit	.6 (3+3) members body . Nominated by CBA or Elected . For a period of 2 years only	Harmonious working condition, redress of grievances at plant level etc.
20	Minimum Wage Ref. Minimum Wage		All Unskilled Workers		Punjab Rs.40,000	Minimum wage for unskilled workers

	Notification 2025 w.e.f 01 July 2025				w.e.f 1 st July 2025	Employer may decide wages of semi-skilled and skilled workers keeping in view the market trends
21	Disbursement of wages Ref. u/s 5 (1) (a) Payment of Wages act 1936					In case, the manpower is less than 1000 then by 7 th of next month otherwise by 10 th of next month.
22 *	Punjab Employees Social Security Institution 1965 PESSI Injury benefits Ration card	5 or More Workers	All Workers	Salary Range from Rs. 22,000/ - Decide d by Lahore High Court date 8 th of July 2025	Co. 6 % (Total Employer's Responsibility) Payment of contribution till continuation of job. No age limit applies. All PESSI covered employees	1. Sickness, 2. Medical, Family and parents covered 3. Hajj – 15 workers every year selected through balloting 4. School Education 5. 100% wages for 180 days in case of long sickness 6. Rs.3,000/- per month purchase of food items
23	Education Cess Ref. The Workers' Children (Education) Ordinance, 1972	5 or More Workers	All PESSI Covered Workers If you are registered under		Rs.25/- per worker per quarter. Max Rs.100/- per worker per year	For welfare of workers like children education up to PhD level, sewing machines,

			Factory's Act 1934			residential colonies etc.
24	Punjab Workers Welfare Fund		If you are registered under Factory's Act 1934		2% of Profit	For workers welfare
25	PESSI – Funeral Expenses Ref. u/s 37 PESSI 1965	5 or More Workers	All Covered Workers Other than employee like parents, spouse and children are also covered.		Equal to one minimum wage	Rs.40,000/- Parents covered As per formula
26	Workers Compensation Act 1923 Ref. u/s 4	10 or More	All Workers	No Salary Limit	As per schedule Max. Rs. 500,000/-	Compensation against Injuries and death, as per schedule
27*	Company's Profit (Worker's Participation) (Amendment) Ordinance 2 Dec 2020	50 or More	All Workers (with minimum 6 months' employment in the company)	Cat 1 - 40,000/- - Cat 2 – 40,001 – 45,000 - Cat 3 – 45001 and above remaining all workers	5 % of profit, Max = 4 min wages (Left over amount may be deposited to PESSI)	Worker's share in profit Cat 1 – 4 Units Cat 2 – 2 Units Cat 3 - 1 Unit
28	Death Grant Notification Ref. Punjab Workers Welfare Fund		All Workers	No Salary Limit	Rs.10,00,000/- Registration under Factory's Act	In case of death, may be paid to nominated person / legal heirs of

	FUND-(GB) 8(141)/2025 07.10.2025 Applicable w.e.f 25.08.2025				1934 is mandatory	deceased worker
29	Marriage Grant Notification Ref. Punjab Worker's Welfare Fund FUND-(GB) 8(141)/2025 07.10.2025 Applicable w.e.f 25.08.2025		All Workers 3 year service	All daughters – No upper limit	Rs.600,000/- per case Registration under Factory's Act 1934 is mandatory	Marriage grant
30	Talent Scholarship Punjab Workers Welfare Board Notification Ref. 3595 dated 29.08.2025	All Employees	All Workers with 3 year Service Registration under Factory's Act 1934 is mandatory	Workers registered with PESSI or EOBI	Upto Intermediate Graduation to Post-Graduation MS, M. Phill, Ph.D.	Rs. 3,500/- pm Rs. 140,000/- per year to Rs. 200,000/- Per year 100 % Expense on actual
31	Disabled Quota Ref. u/s 10 THE PUNJAB DISABLED PERSONS (EMPLOYMENT AND REHABILITATION) (AMENDMENT) BILL 2015				Organization is bound to provide employment to disables Or Deposit amount = 40,000 x 3 to the Workers Welfare Fund – WWF- Govt. of Punjab.	3% of the existing manpower strength
32	Apprenticeship Ordinance 1962		5% of the total manpower		First year stipend 50%, Rs. 20,908/-	Books, Shoes, Toolkit, Uniform, Calculator, drawing

	Age limit				Second year stipend 60% Rs. 25,089/-	instruments and other study material is responsibility of the employer.
	Employment				Third year stipend 70% Rs. 29,271/- of the skilled worker wages	15 – 28 years 45 years for forces retired candidates
33	Final settlement (Death case) Payable to the legal heirs through Compensation commissioner	<p>Death Grant Rs.10,00,000/- (Govt. of Punjab) Group Life Insurance Rs.500,000/- by Company Minimum EOBI Pension Rs.11,500/- pm or Lump Sum Grant in case of contribution paid less than 15 years Funeral expenses by PESSI Rs. 40,000/-</p> <p>In addition to the above:</p> <ol style="list-style-type: none"> 1. Provident Fund / Gratuity, 2. Death grant by the company, as per policy 3. Leave encashment, 4. Unpaid wages, bonus and overtime, etc. <p>Note: Payment of final settlement may be made before the expiry of second working day u/s 12 (4) of Standing Order Ordinance 1968 and disbursed through the Compensation Commissioner.</p>				

22 ***

The Lahore High Court has decided in the case of M/s Azgard Nine Limited Vs Govt. of the Punjab, Vide W.P No. 30280, decided on 08.07.2025 that notification issued by PESSI No. 4128 dated 20.09.2024 to pay contribution @ 37,000/- is illegal. Resultantly, contribution should be paid as per last notification issued by the Govt. of the Punjab i.e Rs. 22,000/-

** PESSI has also lost the appeal against the decision of LHC in the Intra-court appeal

27**

WPPF 2023 amendment bill is pending in the national assembly

Author: Amjad Bhatti, HR & IR Consultant and Trainer,
Contact No. 0300 946 8738, 0305 2808020

Note:

The Government of Punjab is going to present a bill “Punjab Labor Code 2024” in the provincial assembly with the objective to simplify and consolidate all the laws under one title.