

**GOVERNMENT OF WEST BENGAL**  
**Labour Department**  
**LW/MW Branch**  
**New Secretariat Buildings (12<sup>th</sup> Floor), Kolkata-700 001.**

No. I/775074/2026/Labr-25099/140/2026-LMMW

Date: 29/05/2026

**NOTIFICATION**

In exercise of the power conferred by Sub-Section 2(a) of Section (4) of the West Bengal Shops & Establishments Act, 1963 (hereinafter referred to as the said Act) , the Governor is hereby pleased to grant permission to shops and establishments which are registered under the West Bengal Shops & Establishments Act, 1963, and which employ 20 or more persons to be open on 24 x 7 basis on all days of the year for a period of three years from the date of publication of this notification in the official Gazette subject to the provisions of Sub Section (2), (3),(4) of Section 6 and sub section (2), (3), (4) of Section 7 and the following conditions, namely:

1. The employer shall appoint additional staff in order to allow every employee to avail prescribed weekly holiday as mentioned in Section 5 (b), and the details of every employee shall be exhibited by the employer at a conspicuous place in the shop or establishment
2. All employees are to be provided with appointment letter and a copy of the same will be furnished to the Inspector under West Bengal Shops and Establishment Act, 1963
3. Every employer shall exhibit details of the employee who are on holiday on daily basis at a conspicuous place in the shop or establishment
4. The period of overtime shall not exceed 144 hours in a quarter of the year.
5. If employees are found working on any holiday or after normal duty hours without proper indent of overtime, penal action shall be initiated against the employer in accordance with West Bengal Shops and Establishment Act, 1963 and rules there under
6. Transport arrangement shall be provided to women employees who work in shifts. A notice to this effect shall be exhibited at the main entrance
7. The employees shall be provided with adequate restroom, washroom safety locker, medical facilities and other basic amenities
8. Every employer employing women employees shall constitute Internal Complaint Committee under Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and rules there under
9. If violation of any statutory provision of the West Bengal Shops and Establishment Act, 1963, above provisions or any other labour law comes in the notice of the Government, the permission provided here above will be suspended cancelled and an order will be issued to the employer.

The order takes immediate effect.

By order of the Governor,



DR. SAUMITRA MOHAN, IAS  
Secretary  
to the Government of West Bengal