What's New

Regulatory Insights

11 July 2025

Government of Haryana issues notification providing requirements to engage women employees for night-shift duties

In brief

The Government of Haryana has recently issued a notification[1] dated 4 July 2025, under the Punjab Shops and Commercial Establishments Act, 1958 (Punjab Shops Act). This notification (Notification) sets forth mandatory requirements that employers in the State of Haryana must comply with when employing women for night-shift duties, specifically between 8pm and 6am.

In detail

The Notification outlines several critical compliance requirements for employers in Haryana regarding the employment of women during night shifts. The following are the key requirements.

Key compliance requirements for employers in Haryana

- **Application for exemption**: Employers must submit an application for exemption to employ women in night shifts, as per section 28 of the Punjab Shops Act. This application should be filed at least two weeks before the intended start date of the exemption period, as opposed to the previously required period of one month.
- **Intimation of changes**: Any changes in security arrangements, transportation agreements or details concerning the occupier, director or manager must be promptly reported online by the employer.
- **Prevention of sexual harassment**: Employers are responsible for preventing sexual harassment at the workplace. They must establish procedures for resolution, victim statements and prosecution of such acts. Additionally, employers must submit a copy of the annual return to both the District Authority under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and the Labour Commissioner, Haryana.
- **Written consent from female employees**: Employers must obtain written consent from female employees who are scheduled to work night shifts (between 8pm and 6am) and must be able to present this written consent to the relevant authorities upon request. There was no prior provision for the submission of such written consent to the competent authority.
- **Safety and transportation measures**: Employers must appoint security guards for night shifts and provide transportation for female employees to and from their residences. Each vehicle

[1] Notification No. 11/26/2025–4Lab.

should be equipped with communication systems such as CCTV cameras and GPS tracking. Trained drivers and female security guards must also be provided. If a female employee opts out of the transportation facility, the employer must obtain her written consent.

- **Minimum quorum of female employees**: During night shifts, at least four female employees must be present on the premises. However, in the IT and ITeS sectors, the requirement may be relaxed for women in senior positions earning more than INR1,00,000 per month, subject to written consent.
- **Medical assistance and emergency contacts**: Prior to this Notification, provisions pertaining to the arrangement of adequate medical facilities and necessary telecommunication services were in place. However, pursuant to this Notification, employers will be required to ensure the presence of a doctor or female nurse during night shifts. Moreover, emergency contact numbers for hospitals, ambulance services, and local police are required to be prominently displayed within the establishment.

The takeaways

The Notification issued by the Haryana Government underscores the significance of implementing robust safety protocols within commercial establishments, particularly concerning women employees working night shifts. Employers are obligated to provide adequate facilities, including safety measures, transportation, and medical assistance, for those assigned to night duty. These requirements are intended to safeguard the safety, security, and overall well-being of female employees engaged in night shift work in Haryana.

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