

## **The Industrial Employment (Standing Orders) Act, 1946**

This act applies to every industrial establishment wherein one hundred or more workmen are employed, or were employed on any day of the preceding twelve months.

**3. Submission of draft standing orders.** Within six months of this Act applying to an industrial establishment, employers must submit to the Certifying Officer five copies of the proposed draft standing orders for adoption in their industrial establishment. The draft should cover all necessary details outlined in the Schedule for the establishment, and if model standing orders are available, the draft should align with them as much as possible. Additionally, the draft must be accompanied by a statement providing essential information about the employed workers, including their trade union affiliation.

**5. Certification of standing orders.** Upon receiving the draft standing orders, the Certifying Officer will share a copy with the trade union or, in its absence, with the workmen. A notice will accompany the draft standing orders, requesting any objections from the workmen within fifteen days of receiving the notice. After giving the employer and the trade union an opportunity of being heard, the officer shall decide whether modifications are required or not in the draft standing orders to meet certification standards, and shall make an order in writing accordingly. Upon completion of the all process, the Certifying Officer will certify the standing orders, incorporating any required modifications. Within seven days, authenticated copies of the certified standing orders and his order will be sent to the employer and the trade union or other representatives of the workmen.

**6. Appeals.** If anyone, such as an employer, workman, or trade union disagrees with the Certifying Officer's order regarding workplace rules (standing orders), they can appeal within 30 days. The appellate authority will make a final decision, either confirming the certified standing orders or making necessary amendments for compliance with the law.

**9. Posting of standing orders.** The employer must display the certified standing orders in both English and the language understood by the majority of the workmen. These displays of standing order should be placed near the entrance most commonly used by the workmen and in all departments where they work.

**10. Duration and modification of standing orders.** After certification, standing orders can only be changed through mutual agreement between the employer and the workmen. No modifications are allowed for six months from the establishment or last modification date of standing orders. To

request changes, the employer, and workmen, or their representative must submit an application to the Certifying Officer. This application should include five copies of the proposed modifications. If changes arise from an agreement between the employer and workmen, a certified copy of the agreement must accompany the application.

**10A. Payment of subsistence allowance.** If an employer suspends a workman to investigate alleged misconduct, the workman must be paid a subsistence allowance. This allowance must be 50% of the workman's wages for the first 90 days of suspension. After that, if the delay occurs in disciplinary proceedings and it is not due to the workman's fault, the subsistence allowance must be 75% for the rest of the suspension period.