

OFFICE OF THE SECRETARY-CUM-COMMISSIONER (LABOUR)
LABOUR DEPARTMENT, GOVT. OF NCT OF DELHI
5, SHAM NATH MARG, CIVIL LINES, DELHI-110054

F.No.Lab/Addl.LC/Misc./2026/314

Dated: 14.05.2026

ADVISORY

Sub.: Advisory to Employers on Implementation of Work-From-Home Policy (WFM) in View of Prevailing situation

In the background of prevailing situation arising, it become imperative to conserve petrol/diesel/CNG and its optimal judicious use. This has necessitated taking certain measures on the part of every citizen. Commuting to and from offices is one of the largest contributors to daily vehicular fuel consumption within the National Capital Territory of Delhi. A large proportion of this fuel use can be avoided through adoption of Work-From-Home (WFH) arrangements, which have already demonstrated its operational feasibility during COVID-19 & GRAP-related emergency air quality standards.

In view of the above, and with a view to contribute to National Fuel Conservation efforts, all Employers of Industrial Establishments, Factories, Shops and Commercial Establishments functioning within the geographical territory of NCT of Delhi, including IT, IT Enabled Services (ITES) etc. are hereby advised as follows:

- 1) Wherever possible, all such organizations are strongly encouraged to implement a minimum of **two (2) days of Work-From-Home per week** for those eligible employees, whose nature of work permit so. These establishments may maintain workforce strength at the maximum of 50% of total employees.
- 2) All private sector employers are further advised to:
 - Implement staggered working hours to reduce peak-hour vehicular load on roads, where feasible.
 - Facilitate and encourage employees to use public transport, car-pooling, or non-motorized modes of commutation.
 - Conversion of physical meetings to virtual/online meetings to reduce travel expenses.
 - Minimal use of official vehicles for non-essential travel.
 - Ensure adequate IT infrastructure support to enable seamless work-from-home operations.
- 3) Every workman, employee, and employer are urged to take a solemn pledge and act upon it under the national campaign “मेरा भारत – मेरा योगदान” (Mera Bharat – Mera Yogdan- MBMY) and commit to:

- Reduce consumption of petrol, diesel and CNG through conscious commuting choices.
 - Reduce consumption of edible oil and adopt mindful dietary practices.
 - Improve personal health and adopt a healthy lifestyle.
 - Purchase locally made Indian products to strengthen the domestic economy.
- 4) Employers are requested to sensitize their workforce about the national importance of fuel conservation during the current crisis and to actively motivate employees to adopt fuel-saving commuting practices.
- 5) Employers and employees may reach out the Labour Department, GNCTD through the following channels:
- **Helpline Number:** 155214
 - **Email:** jlchqlab-delhi@delhi.gov.in
 - **Contact Number:** 011 23978448/+91 9999238887
- 6) Exemptions from the above advisory shall apply to Hospitals and other private health establishments, Electricity, Water, Sanitation and related municipal services, and all other essential/emergency services.

This issues with the approval of competent authority.

U.K. Sinha
14/05/2026

(U.K. Sinha)

Addl. Labour Commissioner

Copy to:

1. All the Employer Associations of Industrial Establishments/ Factories/Shops and Commercial Establishments.
2. All the District JLCs/DLCs, Electrical Inspector and Director, Industrial Safety & Health to sensitize all stakeholders about this order.

Copy for information to:

1. The Principal Secretary of Hon'ble CM, GNCT of Delhi.
2. The Secretary of Hon'ble Minister of Labour, GNCT of Delhi.
3. The Staff Officer of Chief Secretary, GNCT of Delhi.
4. The PPS to Secretary-cum-Commissioner (Labour), Labour Department, GNCTD
5. The Dy. Director (IT) to upload this order on the Labour Department website.