

Ref : 03.06.6758.352.11.026.2018/ 2828

Date : November 27, 2018



Government of the People's Republic of Bangladesh  
Prime Minister's Office

**ADAMJEE EXPORT PROCESSING ZONE**

AN EPZ OF BEPZA

Adamjeenagar, Shiddhirganj, Narayanganj-1431

Phone : 88-02-7692938

88-02-7691207

Fax : 88-02-7692939

**Subject: Regarding re-fixation of the minimum wages and other benefits for the workers of the enterprises in EPZs under BEPZA-2018.**

Dear Sir,

Enclosed please find herewith a circular vide No. 03.06.2616.314.99.024.18-951, Dated: 27.11.2018 received from the Executive Office (BEPZA) regarding "*Re-fixation of the minimum wages and other benefits for the workers of the enterprises in EPZs under BEPZA-2018.*" for your kind information and further necessary action at your end.

Thanking and assuring you of our best co-operation at all times.

Md. Ruhul Amin

General Manager

☎ 02-7692938

E-mail: gmaepz@gmail.com

**Distribution:**

Chairman/Managing Director/CEOs

M/s.....

Adamjee Export Processing Zone.

Adamjeenagar, Shiddhirganj, Narayanganj.

**Enclosure :** As stated above (04 pages)



Ref.: 03.06.2616.314.99.024.18-951

Date: 27.11.2018

Government of the People's Republic of Bangladesh  
**Bangladesh Export Processing Zones Authority**  
**Prime Minister's Office**

BEPZA Complex

House # 19/D, Road # 6, Dhanmondi, Dhaka-1205.

### Circular

**Subject: Regarding re-fixation of the minimum wages and other benefits for the workers of the enterprises in EPZs under BEPZA- 2018.**

As per approval of the Prime Minister's Office vide letter no. 03.068.018.04.00.024.2010-685 dated 14 November 2018, the minimum wages, other benefits and conditions of the service for the workers of the enterprises in the EPZs under BEPZA are re-fixed as follows:

#### Minimum Wages and other benefits for the workers of the enterprises in the EPZs

A. Garments/Garments Accessories/Shoe/ Shoe Accessories/ Leather Products /Support services/Tent & Tent Accessories / Plastic products/Toys/Cap & Hats /and other related Industry:

Grade	Basic Wage	House rent 50% on basic	Medical allowance (Fixed)	Gross Wage
High Skilled	9,000	4,500	1,450	Tk. 14,950 (\$ 182.32)
Sr. Operator	5,700	2,850	1,450	Tk. 10,000 (\$ 121.95)
Operator	5,400	2,700	1,450	Tk. 9,550 (\$ 116.46)
Jr. Operator	5,100	2,550	1,450	Tk. 9,100 (\$ 110.98)
Helper	4,500	2,250	1,450	Tk. 8,200 (\$ 100.00)
Apprentice	3,200	1,600	1,450	Tk. 6,250 (\$ 76.22)

Page | 1

- B. Electronics & Electrical products /Software/Lenses & Glass products/ Metal & Metal casting/Automobile & Auto parts/ Bi-cycle/ Heavy Industries/ Cosmetics/ Boats/Golf shaft/Fishing equipments and other related products:

Grade	Basic Wage	House rent 50% on basic	Medical allowance (Fixed)	Gross Wage
Sr. Operator	6,200	3,100	1,450	Tk. 10,750 (\$ 131.10)
Operator	5,650	2,825	1,450	Tk. 9,925 (\$ 121.04)
Jr. Operator	5,250	2,625	1,450	Tk. 9,325 (\$ 113.72)
Apprentice	3,200	1,600	1,450	Tk. 6,250 (\$ 76.22)

- C. Textile Industry/ Chemical /Dyeing /Oil & refinery/ Agro Products/ Furniture/ Wood & Bamboo Products/ and other related Industry:

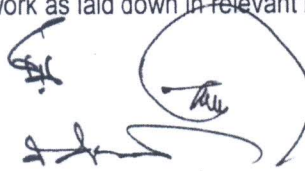
Grade	Basic Wage	House rent 50% on basic	Medical allowance (Fixed)	Gross Wage
High Skilled	9,000	4,500	1,450	Tk. 14,950 (\$ 182.32)
Skilled Grade-2	5,650	2,825	1,450	Tk. 9,925 (\$ 121.04)
Semi Skilled	5,350	2,675	1,450	Tk. 9,475 (\$ 115.55)
Un-Skilled	4,800	2,400	1,450	Tk. 8,650 (\$ 105.49)
Apprentice	3,200	1,600	1,450	Tk. 6,250 (\$ 76.22)

- D. Terry Towel/Sweater/Wigs and other piece rated industry:

- a) In case of piece rate workers:

Subject to production or required quantity of goods of acceptable quality (as appropriate to Textile/ Terry Towel/ Sweater /Wigs and other piece rated industry) piece rates of a weaver/knitter, who is employed on piece rate basis should be so determined that each such piece rated worker should be able to earn a minimum wage in the following manner, working for usual hours of work as laid down in relevant instructions/labour laws:

 Kabin





Grade	Basic Wage	House rent 50% on basic	Medical allowance (Fixed)	Gross Wage
Piece Rate Workers	4,800	2,400	1,450	Tk. 8,650 (\$ 105.49)
Apprentice	3,200	1,600	1,450	Tk. 6,250 (\$ 76.22)

b) **In case of salaried workers:**

Salaried workers in the industry should be given a minimum wage in the following manner:

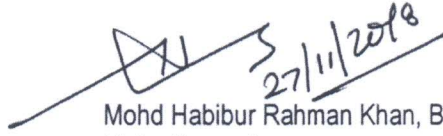
Grade	Basic Wage	House rent 50% on basic	Medical allowance (Fixed)	Gross Wage
Salaried Workers	4,800	2,400	1,450	Tk. 8,650 (\$ 105.49)
Apprentice	3,200	1,600	1,450	Tk. 6,250 (\$ 76.22)

E. **The other conditions and benefits applicable for the workers of all grades/ posts of all categories of EPZ enterprises are as follows:**

- I. The gross wage will be calculated as Basic Wage + House rent 50% on Basic + Medical allowance Tk. 1,450 (Fixed).
- II. In addition to the above gross wage, Food or Food Allowance and Transport or Transport Allowance shall be provided by the enterprises. The enterprises those are already providing Food/ Food Allowance and Transport/ Transport Allowance shall continue and it shall not be less than what the workers are getting at this moment.
- III. The rate of annual increment is 10% on Basic Wage. Increment will be provided on the basis of the performance and efficiency of the workers. However, 50% of the workers of every enterprise must get 10% increment and the remaining workers shall not get less than 5%. The increment will be added to the Basic Wage.
- IV. The wages mentioned above shall be treated as the minimum wage for the workers of each grade of the enterprises of the EPZs and the enterprises of EPZs shall not pay less than the above minimum wage.
- V. The eligible workers as per the existing Instruction-2 of 1989 in different grades/posts of all categories of enterprises will be promoted on the basis of their performance.




- VI. Pay fixation will be made by the respective enterprise in all grades/posts. The workers will be placed in the same grade where he/she is working now. The wage will be fixed in the new scale after placing them in that grade. No workers will be degraded from his/her existing grade. The re-fixed basic in no way shall be less than his/her present basic.
- VII. The wage has been fixed-up in Taka and the equivalent amount of US Dollar has been shown in bracket in the table with the conversion rate of US\$ 1 = Taka 82. The said exchange rate shall remain un-changed until further revision by the Authority.
- VIII. Apart from the above mentioned changes, existing facilities as per instructions-1 & 2 of 1989 issued by BEPZA and facilities now are being provided by the enterprises of EPZs shall continue.
- F. The Instruction 1 of 1989 and Instruction 2 of 1989 shall be deemed to have been amended as above and all other terms and conditions of the said instructions shall remain unchanged.
- G. The circular regarding re-fixation of minimum wages and benefits for the workers of the enterprises of EPZs issued earlier vide no. 03.307.002.00.00.118.2010-2065 dated 24.12.2013 will be treated as cancelled with effect from 30 November 2018 and the same would be replaced by this circular which shall come into effect from 01 December 2018.
- H. The minimum wage for the workers of the enterprises in EPZs shall also be applicable for the workers of the enterprises in upcoming BEPZA Economic Zones.
- I. The Authority will issue circular/office order as deemed necessary in this regard.

  
 Mohd Habibur Rahman Khan, BSP  
 Major General  
 Executive Chairman, BEPZA  
 & Convener of the committee

**Distribution:**

1. General Manager, Com-EPZ/UEPZ/DEPZ/CEPZ/AEPZ/IEPZ/MEPZ/KEPZ: (For distributing this circular to all the enterprises & taking necessary action to implement accordingly.)
2. General Manager (Security/IP/ES/MIS), BEPZA, Dhaka.

**Copy for kind information:**

1. Principal Secretary, Prime Minister's Office, Tejgaon, Dhaka.
2. Member (IP/Engineering/Finance), BEPZA, Dhaka.
3. Secretary, BEPZA, Dhaka.
4. General Manager (PR), BEPZA, Dhaka.
5. File



