



## EMPLOYMENT (MINIMUM WAGE) ORDER 2023



### Minimum Wage

Minimum wage is defined as the lowest amount of base salary that an employer is required to pay the employee for the work performed during a given period, which cannot be reduced by a collective agreement (between employer and group of employees) or an individual contract (between employer and employee).

The amount of the minimum wage is before any reduction of the employee's contribution to the National Retirement Scheme (SPK), Employee Trust (TAP) or Supplemental Contributory Pensions Trust (SCP).



### Implications

After the commencement of this Order, any wage may be affected by:

CURRENT WAGE	REQUIRED CHANGES
Lower than Minimum Wage	Top-up wage equal to or higher than the Minimum Wage.*
Higher than Minimum Wage	No reduction to a lower rate than the agreed-upon rate in the contract.

Employers and employees still can agree on a pay rate higher than the minimum wage.

\*Employers must make any necessary changes to an employee's existing contract of service within a **6 months** transitional period starting from 12 July 2023.



### Application

For the first phase of implementation, this Order applies to all employees (local and non-locals), whether they are full-time or part-time employees, who are under a contract of service for employment under class of industries as specified in Schedule 1<sup>1</sup>:

- 1 Banking and Finance;
- 2 Infocommunication technology.

This Order does not apply to:

- 1 The Government;
- 2 Any apprentice;
- 3 Any foreign employee who is;
  - i. issued a Professional Visit Visa; or
  - ii. employed by an employer through a Special Authorisation Work Pass.
- 4 Any persons excluded from the definition of employee under the Employment Order 2009, such as:
  - i. domestic worker;
  - ii. informal worker;
  - iii. seaman; or
  - iv. voluntary worker.



### Minimum Wage Rates

CLASS OF <sup>2</sup> INDUSTRIES	FULL-TIME EMPLOYEE (monthly)	PART-TIME EMPLOYEE (hourly)
Banking and finance	<b>BND500</b>	<b>BND2.62</b>
Infocommunication technology		

<sup>1</sup> See Schedule 1 under Employment (Minimum Wage) Order 2023

<sup>2</sup> See Schedule 2 under Employment (Minimum Wage) Order 2023



## Requirements

- ✓ Employer must provide a **new contract** for employees, whether local or foreign, with updated terms on the minimum wage rate. Re-signing is only necessary for salaries below the minimum wage.
- ✓ Employer and employee must keep a **copy of the new contract**.
- ✓ Employer must fill in the **Declaration Form** by scanning the QR code and send to **led@buruh.gov.bn**.



The Department of Labour will conduct periodic inspections to ensure compliance.



## Offences<sup>3</sup>

Any person who is guilty of any breach of or of any offence against this Order, is liable on conviction:

Fine not exceeding BND 3,000

or

Imprisonment for a term not exceeding one year

or

Both

<sup>3</sup> See Section 148 of the Employment Order 2009



## Complaint Procedure

1



**Bring related documents** in relation to the complaint lodged.

2



**Proceed to the Labour Enforcement Division** to make a formal complaint.

3



**Complainant must come personally** to lodge a report and must not be represented by anyone else.




## Contact Us

**Department of Labour,  
Ministry of Home Affairs**


**COMPLAINT HOTLINE:**  
LED JB

 **2381848** (Office Hour)  
**7298989** (After Office Hour)

**LEGAL ADVICE:**  
BPP JB


 **2380256 EXT 4210**  
(Office Hour)

**FURTHER INFO / FAQ:**

 **INFO@BURUH.GOV.BN**  
**WWW.LABOUR.GOV.BN**  
**@LABOUR.BN**

**Manpower Planning and  
Employment Council  
Secretariat**

**HOTLINE:**  
MPEC PMO

 **2444100** (Office Hour)  
**7291785** (Office Hour)

**FURTHER INFO / FAQ:**

 **MPEC@JPM.GOV.BN**  
**WWW.MPEC.GOV.BN**  
**@MPEC\_SECRETARIAT**



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