

Madhya Pradesh Private Security Agencies Rules, 2012

MADHYA PRADESH

India

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Rule

MADHYA-PRADESH-PRIVATE-SECURITY-AGENCIES-RULES-2012 of 2012

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Madhya Pradesh Private Security Agencies Rules, 2012Published vide Notification No. F. 4-1-2005-TLC-I.Last Updated 7th February, 2020F. 4-1-2005-TLC-I. - In exercise of the powers conferred by section 25 of the Private Security Agencies (Regulation) Act, 2005 (Central Act 29 of 2005), the State Government, hereby, makes the following rules regulating the grant or renewal of licence to a Private Security Agency, training and verification of character and antecedents of Private Security Guards/ Supervisors/ all Personnel connected with Private Security Agency, namely:-

1. Short title.

(1)These rules may be called the Madhya Pradesh Private Security Agencies Rules, 2012.(2)They will come into force from the date of their publication in official Gazette.

2. Definitions.

(1)In these rules, unless the context otherwise requires;(a)"Act" means the Private Security Agencies (Regulation) Act, 2005 (Central Act 29 of 2005);(b)"Agency" means a Private Security Agency;(c)"Controlling Authority" means, the Controlling Authority so declared under the Act;(d)"Form" means a form appended to these Rules;(e)"Licence" means a licence granted under the Act;(f)"recognized institute" means any Home Guard/ Civil Defense/ Police or Paramilitary Training Institution or such other training institution, as approved by the Controlling Authority.(2)Words and expressions not defined in these rules but defined in the Act, shall have the same meanings respectively assigned to them in the Act.

3. Verification of antecedents of applicants.

(1) An application for grant or renewal of licence under sections 7 or 8 shall be made by the applicant in Form I to the Controlling Authority along with information in Form IV for verification of his antecedents. If the applicant is a company, a firm or an association of persons, the application shall be accompanied with Form IV for every such applicant. (2) On receipt of such application, the Controlling Authority shall make, or cause to be made, such enquiries, as it considers necessary to verify the contents of the application and the particulars of the applicants. (3) The Controlling Authority shall obtain a no objection certificate from the District Superintendent of Police of the concerned district where the Agency intends to commence its activities. For this purpose it will send to him a copy of the application for licence and its attachments for verification and reports. (4) The District Superintendent of Police or the Commissioner of Police, as the case may be, in addition to the causing of verification of antecedents of every individual in whose name the antecedent form is filled up, shall also furnish the following information - (i) whether the applicant or the company operated any private security agency earlier in India or abroad, either individually or in partnership with others and if so, the details thereof ; and (ii) whether the applicant possesses any special qualification or skill, which may facilitate his operations of Private Security Agency.

4. Verification of character and antecedents of Private Security Guard/ Supervisor.

- No person shall be employed or engaged as a security guard/ Supervisor unless the Private Security Agency has satisfied itself about the character and antecedents of such person in any one or more of the following manners, namely: - (a) by verifying the character and antecedents of the person by itself; (b) by relying upon the character and antecedent verification certificate produced by the person with affidavit: Provided that the character and antecedent certificate is valid and the Private Security Agency does not have any adverse report regarding the person's character and antecedents from any other source; or (c) by relying on the report received from the police authorities signed under the authority of the District Superintendent of Police or an officer of the equivalent or higher rank. (2) The person desirous of getting employed or engaged as security guard or supervisor shall submit information in Form II to the Private Security Agency. If the person has stayed in more than one district during the last five years, one copy per district shall be submitted. (3) The Private Security Agency shall cause an inquiry into the correctness of the particulars filled in either by itself or by sending the Form II to the respective District Superintendent of Police. (4) The State Government may prescribe the form and the manner in which the fee is to be deposited for the service of character and antecedent verification by police. (5) The police will establish identity of the individual and verify the character and antecedents of the person by making a visit to the locality where the person claims to have resided or residing and ascertain his identity and reputation from the respectable residents of the locality. They will also consult the police station record of the concerned police station and other records at the District Police Headquarter before preparing the character and antecedents verification report. This report will contain the comments of the police on every claim of the person in character and antecedent Form V and also a general report about his activities including means of livelihood in the period of verification. The police will specifically state in its report if there is a criminal case registered against the person at any point of time or if he has

ever been convicted of criminal offence punishable with imprisonment.(6)The police will specifically comment if the engaging or employing the person under verification by the Private Security Agency will pose a threat to National Security and public order.(7)The police authorities shall ensure that character and antecedent verification report and the report of verification of criminal history of the person for the purpose of sub rule (6), are issued within eighty days and ten days respectively of the receipt of the request failing which it shall be presumed that they have nothing adverse to report.(8)The contents of the report of the police regarding character and antecedents of a person shall be kept confidential at all times.(9)The character and antecedents verification report, once issued, shall remain valid for a period of Three years.(10)On the basis of police verification or on the basis of its own verification, the Private Security Agency shall issue a character certificate in Form VI. This certificate shall not be taken back by such Private Security Agency even if the person ceases to be the employee of that Private Security Agency.(11)Where the Private Security Agency decides to verify the character and antecedents through the police, the police officer entrusted with the task of such verification shall visit the locality, where the person claims to have resided or is residing, and ascertain his identity and general reputation. Police records shall be consulted before preparing the character and antecedents verification report. Criminal history of the person, if any, shall be specifically highlighted: Provided that if a person has submitted copy of a reliable proof of identity, like a passport/voter I/Card Ration card/ Bank Pass Book/ Post Office Pass Book/Arms licence/ Driving licence/ PAN Card/ Pension documents/ Railway I/Card/ Property registry with photo/ Telephone bill or any other identity document, as may be specified by the Controlling Authority in this regard from time to time, visit to the locality shall be dispensed with.(12)For availing services of the police for character and antecedents verification, the Private Security Agency shall submit Form V of the person along with a fee* of Rs. 500/- per candidate. The fee* may be credited through Challan under head "Grant No.03 Police 2055 Police 0055 Revenue Receipts 103-fees".(13)In case the Private Security Agency decides to verify the character and antecedents of the person by itself, it shall mandatorily consult the Police records/crime criminal database to ascertain the criminal history. For this purpose, the Private Security Agency shall submit a request to the concerned District Superintendent of Police along with information furnished by the applicant in Form V along with a fee* of Rs. 200/- per applicant. The police shall furnish the aforesaid report on the basis of police records only

5. Security Training.

- The Controlling Authority shall frame the detailed training syllabus required for the security guards as per appendix "A", -(1)Leadership and management (for supervisory staff only).(2)Every security guard and supervisor concerned with the management of security services rendered by the Private Security Agency shall have to successfully undergo the training. On completion of training, each successful trainee shall be granted a training certificate in Form III by the recognized institute.(3)The competent Authority will respect the functioning of training facility from time to time either by itself or through its own officers. Normally such inspection will be conducted at least two times every year.(4)All Private Security Agencies shall submit a list of successful trainees to the Controlling Authority.(5)First level and second level supervisors concerned with the management of security services rendered by the Private Security Agency, shall also be imparted training for a period not less than 15 days, minimum six hours every day, from a recognized institute. For persons

having experience of defense, paramilitary or police service, a condensed course of one week duration shall suffice. In addition to the subjects for the training of security guards, they shall also be imparted training in criminal law, police working, leadership and managerial skills.(6)Unsuccessful candidates shall not be assigned to security duty until they successfully complete the training.(7)The Controlling Authority shall lay down norms and the procedure for grant of recognition to training institutions, both public and private, for the purpose of imparting training to private security guards and supervisors in accordance with these rules.(8)Guidelines for grant of recognition to training institutions will be published every year in the month of January by Controlling Authority.(9)Recognized Training Institutions should have:-(i)Training background with minimum 5 years experience in the field of imparting training to the armed forces/ police personnel;(ii)Sufficient place for outdoor and indoor classes;(iii)Necessarily required training gadgets, library and material;(iv)Sufficient number of regular and experienced faculty members; (v)Equipments for maintaining physical fitness;(vi)Samples of improvised explosive devices;(vii)First aid facility;(viii)Non prohibited bore weapons for armed training.

6. Standard of physical fitness for security guards.

(1)No person shall be eligible for being engaged or employed as security guard or supervisor concerned with the management of security services, unless he fulfills the following standards of physical fitness:-

(i) (a) Height: Men	- 160 cms
Women	- 150 cms

(b) Weight: According to standard table of height and weight.

(c) Chest: 80 cms with an expansion .of 4 cms (Not applicable for women candidates)

(ii)Eye sight: far sight vision 6/6; near vision 0.6/0.6 with or without correction; free from color blindness; should be able to identify and distinguish color display, security equipments and read and understand display in English alphabets and Arabic numerals.(iii)Free from knock knee and flat foot and should be able to run one kilometer in six minutes (Persons above forty five years of age shall get relaxation of one minute).(iv)Hearing: free from defect and should be able to hear and respond to the spoken voice and the alarms generated by security equipments.(v)The candidate shall have dexterity and strength to perform searches, handle objects and use force for restraining the individuals in case of need.(vi)Has completed eighteen years of age but has not attained the age of sixty five years. But first appointment only up to 45 years, after which outdoor training not possible.(2)A candidate shall be free from evidence of any contagious or infectious disease which is likely to be aggravated by service or is likely to render him unfit for service or endanger the health of the public.(3)The Agency shall ensure that every security guard working for it undergoes a medical examination after every twelve months from his last such examination, so as to ensure the continued maintenance of physical standard as specified for the entry level. Medical record shall be maintained by agency and put up for inspection as and when called for by the Controlling Authority or authorized officer nominated by Controlling Authority.

7. Provision for Supervisors.

(1) There shall be one supervisor to supervise the work of not more than fifteen private security guards. (2) In case the private security guards are on security duty in different premises and it is not practical to supervise their work by one supervisor, the Agency shall depute such number of supervisors so that at least for every six private security guards there is one supervisor available for assistance, advice and supervision.

8. Manner of making application for Grant of licence.

(1) An application for the grant of a licence under section 7 shall be made to the Controlling Authority in Form I. (2) Every application referred to in sub-rule (1) shall be accompanied with such fee* as stipulated as per State Government orders from time to time. (3) Every application referred to in sub-rule (1) shall be (i) either delivered personally, or (ii) sent to the Controlling Authority by registered post, Postal address will be "Inspector General of Police, Law and Order & Security, Madhya Pradesh, Police Headquarters, Jehangirabad, Bhopal, (PIN- 462008)" or, (iii) submitted online, provided the same is digitally signed by the applicant. (4) On receipt of the application referred to in sub-rule (1), the Controlling Authority shall send an acknowledgement to the applicant, either manually or electronically, as the case may be. (5) After issuance of licence if Controlling Authority finds that false or forged document have been provided or licence is being misused, licence will be suspended/ cancelled. (6) The Controlling Authority shall grant a licence to the Agency for the State/ Districts. (7) Agency shall submit registration or clearance documents under the provisions of (i) Shops and Establishment Act, 1958 (No. 25 of 1958), (ii) Companies Act, 1956 (No. 1 of 1956), (iii) Employees' Provident Fund and Miscellaneous Provisions Act, 1952 (No. 19 of 1952), (iv) Employees State Insurance Act, 1948 (No. 34 of 1948), (v) Central Excise Act, 1944 (No. 1 of 1944), (vi) Customs Act, 1962 (No. 52 of 1962), (vii) Contract Labour Regulation and Abolition Act, 1970 (No. 37 of 1970), (viii) Factories Act, 1948 (No. 63 of 1948), (ix) Payment of Wages Act, 1936 (No. 4 of 1936), (x) The Industrial Dispute Act, 1947 (No. 14 of 1947), (xi) The Minimum Wages Act, 1948 (No. 11 of 1948), (xii) The Payment of Bonus Act, 1965 (No. 21 of 1965), (xiii) The Payment of Gratuity Act, 1972 (No. 39 of 1972) to the Controlling Authority within six months after grant of licence.

9. Grant of licence.

(1) The Controlling Authority, after receiving the application under sub-rule (1) shall grant a licence to the Agency in Form II after completing all the formalities and satisfying itself about the suitability of the applicant and also the need for granting the licence for the area of operation applied for : Provided that no licence shall be issued without a no objection certificate from the District Superintendent of Police or the Commissioner of Police, as the case may be, of the district where the Agency has its principal place of business. For this purpose the Controlling Authority shall send a copy, of the application for licence along with its enclosures to the concerned district Superintendent of Police. (2) The Controlling Authority either by itself or through its officers may verify the training and skills imparted to the private security guards and supervisors of any private security agency. (3) The Controlling Authority may review the continuation or grant of licence of such

Agency which may not have adhered to the condition of ensuring the required training.

10. Conditions for grant of licence.

(1)The Licencee shall successfully undergo a training relating to the private security service as prescribed by the Controlling Authority within the time frame fixed by it.(2)The licensee shall intimate the name, parentage, date of birth, permanent address, address for correspondence and the principle profession of each person forming the Agency within fifteen days of receipt of the licence to the Controlling Authority.(3)The licensee shall inform the Controlling Authority regarding any change of persons forming the Agency their address within thirty days of such change.(4)The licensee shall intimate the Controlling Authority about any criminal case registered against himself or against a private security guard or supervisor or all personnel engaged by the Agency within ten days of his knowledge of registration of First Information Report. A copy of such communication shall also be sent to the officer in charge of the police station where the said person resides,(5)Every licensee shall abide by the requirements of physical standards for private security guards and supervisors and there training as prescribed in these rules and the condition on which the licence is granted,(6)Save as provided in these rules, the fees* paid for he grant of licence shall be non-refundable.(7)If untrained and unverified security guard or supervisor found employed/ engaged in security duty, controlling authority may suspend/ cancel the licence of the Private Security Agency.(8)On the conviction of Agency or its member under section of moral turpitude, licence of. Agency will be suspended/ cancelled by Controlling Authority.(9)Two agencies with common name cannot be registered.

11. Renewal of Licence.

(1)Every Agency shall apply to the Controlling Authority for renewal of the licence.(2)The fee* for renewal of the licence shall be the same as for the grant thereof.

12. Conditions for renewal of licence.

- The licence shall be renewed subject to the following conditions, namely:-(i)the applicant continues to maintain his principal place of business in the jurisdiction of the Controlling Authority;(ii)the applicant continues to ensure the availability of the stipulated training,, for private security guards and supervisors;(iii)the applicant continues to adhere to the licence conditions;(iv)the Controlling Authority has obtained a no objection certificate from the District Superintendent of Police or the Commissioner of Police, as the case may be, of the district where the Agency has its principal place of business:(v)the form for application of renewal of licence will be same as the form for the application for original licence.

13. Appeals and Procedure..

(1)Every appeal under sub-section (1) of section 14 of the Act shall be preferred in form VII signed by the aggrieved person or his authorised advocate and presented To the appellate officer in person

or sent to him by registered post.(2)An appeal preferred under section -14 shall be in Form VII along with a fee* of Rs. 2000/- credited through Challan under head "Grant No.03 Police 2055 Police 0055 Revenue Receipts 103- fees" signed by the appellant or his authorised representative and may be presented in person or by registered post to "The Secretary, Govt. of M.P., Home (C) Department, Vallabh Bhawan, Mantralaya, Bhopal.

14. Register to be maintained by the agency.

- The register under section 15 shall be maintained by the Agency in Form VIII.

15. Photo Identity Card.

(1)Every private security guard/ Supervisor shall be issued a photo identity card under section 17 by the Agency in Form IX.(2)The Photo identity card shall convey a full-face image in color, full name of the private security guard, name of the Agency and the identification number of the individual to whom the photo identity card is issued.(3)The Photo identity card shall clearly indicate the individuals position in the Agency and the date up to which the photo-identity card is valid.(4)The photo identity card issued shall be maintained upto date and any change in the particulars shall be entered therein.(5)The photo identity card shall be returned to the Agency when the private security guard is no longer engaged or employed by it.(6)Any loss or theft of photo identity card shall immediately be brought to the notice of the Agency.(7)Photo identity card will be issued only by authorised office bearer of agency, whose name, post and specimen signature will have to be provided to the Controlling Authority.

16. Other Conditions.

(1)Every private security guard while on duty shall put on,-(a)an arm badge distinguishing the Agency;(b)shoulder or chest badge to indicate his position in the organization;(c)whistle attached to the cord and to be kept in the left pocket;(d)shoes with eyelet and laces;(e)a headgear which may also carry the distinguishing mark of the Agency; and(f)photo identity card on the outer most garment above waist level on his person in a conspicuous manner.(2)The clothes worn by the private security guard while on duty shall be" such that they do not hamper with his efficiency.(3)Every private security guard shall carry a note book and a writing instrument with him.(4)All fees must be credited through treasury/Bank Challan under head "Grant No.03 Police 2055 Police 0055 Revenue Receipts 103-fees".(5)All documents produced by the guards/supervisors, at the time of employment, must be kept in record.(6)Station House. Officer/ Sub-Divisional Officer of Police / City Superintendent of Police/Additional Superintendent of Police/ Superintendent of Police/ Senior Superintendent of Police/ Deputy Inspector General of Range / Zonal Inspector General of Police in their jurisdiction may inspect/visit/enter/ the premises of the Private Security Agency and place of business at any reasonable time.(7)Agency shall quarterly submit detailed information firm wise to the Controlling Authority regarding number of security guards and supervisors engaged in security duties in Form X.(8)Agency shall submit monthly/ quarterly/ half yearly/ annual statement to the Controlling Authority in such forms as may be prescribed by the Controlling Authority.(9)Private security guard/ supervisor cannot wear the Uniform of the army, Air Force,

Navy or any other armed forces of the Union or Police or any dress having the appearance or bearing any of the distinctive marks of that uniform. He and the proprietor of the Private Security Agency shall be punished under section 21 of Private Security Agency (Regulation) Act, 2005. Form I (See Rule 8) Application For Grant of Licence/renewal To The Controlling Authority..... The undersigned hereby applies for obtaining a licence to run the business of Private Security Agency:-

1. Name of the Applicant:.....

2. Address.....

.....

3. Telephone No:..... Fax No:..... Email address:.....

4. Name of the Private Security Agency.....

5. Address where the applicant has or desires to have his principal place of business:.....

6. Name address and contact details of the authorised representative of the applicant for the purpose of correspondence with the Controlling Authority.....

7. Names and Addresses of Proprietor, Partners, Shareholders, Managing

Director, Directors and important office bearers , of the Agency:

S.No. Name Percentage Address Nationality

(Please attach separate sheet if required. Also furnish personal particulars of each of the persons above in Form I separately for verification of antecedents.)

8. Particulars of facilities available.....

(Please attach separate sheet if required)

9. Qualifications of staff engaged for imparting instruction;

Name.....Age.....Designation.....(Please attach separate sheets if required)

10. Equipment available for providing Security services:

(Please attach separate sheet if required)

11. Particulars of uniform (color, badge etc):

(Please attach separate sheet if required)

12. Does the applicant have licence to operate private security agency in any other State?.....(If yes, enclose copy of the licence)

13. Does the applicant intend to operate in more than one district/ if so name of the Districts

1.

.....2.....3.....4.....5.....(Please attach separate sheet if required)

14. Does the applicant intend to operate in the entire state:

15. Does the Agency possess training facility of its own or will it get it on outsourcing basis?.....

The name and address of each such training facilities should be furnished in a separate sheet, if required).

16. Payment of fee details:

Amount:..... Mode of Payment:.....Name of Bank (if any).....No & date:.....Signature :Name of the applicant :Address of the applicantDate:Place:Enclosures:

1. Copy of current Income tax clearance certificate.

2. Affidavit as prescribed in section 7 (2) of the Act.

3.

.....

4.

.....Acknowledgement

Application for New Licence

Application for Renewal of Licence

Receipt No.....Name.....S/o.....address.....name of Private
Security Agency.....Operation Area State/

District.....Application registered on sr.no.....dated.....(Sign. &
Seal)Form II(See rule 4(2))Licence To Engage In The Business Of Private Security Agency

1. Serial No.....

2. Date.....

**3. Shri/Smt/Km.....(Name of the applicant) son/daughter
of..... R/o..... (Full Address)**

.....is hereby granted the licence by the Controlling Authority for the

1. The State of.....

**2. Districts (i).....(ii).....(iii).....(iv).....(v)..... to run the
business of Private Security Agency in the District (s)/State of (Strike off
inapplicable words).....**

with office at.....Place of issue.....Date of Issue.....This
Licence is valid upto.....SignatureName of Controlling AuthorityDesignation:Officials
Address:Renewal(See rule-6)

Date of Renewal	Date of Expiry
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1.

2.

3.

4.

SignatureName of granting AuthorityDesignationOfficials AddressConditions For Licence

- 1. This licence is granted subject to all provisions of the Private Security Agencies (Regulation) Act 2005 and Madhya Pradesh Private Security Agencies Rules 2010.**
- 2. The Licencee shall give preference while recruitment of personnel to Home Guards, Ex-Police Personnel. Ex-servicemen and persons domiciled in the state of Madhya Pradesh.**
- 3. The licensee shall ensure that every security guard working for it undergoes a medical examination after every twelve months from his last such examination so as to ensure his continued maintenance of physical standard as prescribed for the entry level.**
- 4. The licensee shall successfully undergo a training relating to the private security service as prescribed by the Controlling Authority within the time frame fixed by it.**
- 5. The Licencee shall intimate the name, present age, date of birth, permanent address for correspondence and the principal profession of each person forming the agency within fifteen days of receipt of the licence to the Controlling Authority.**
- 6. The Licencee shall inform the Controlling Authority regarding any change in the address of persons forming the agency, 'change of. management within seven days of such change.**
- 7. The Licencee shall immediately intimate to the Controlling Authority about any criminal charge framed against the persons forming the agency or against the private security guard or supervisor engaged or employed by the agency, in the course of their performance of duties as agency. A copy of such communication shall also be sent to the officer incharge of the police station where the person charged against resides.**
- 8. Every Licencee shall abide by the requirements of physical standards for the private security guards and their training as prescribed in these rules as the condition on which the licence is granted.**

9. As provided in the rules, the fees paid, for the grant of licence shall be non-refundable.

10. Every agency shall issue a uniform and make it obligatory for its security guards and supervisors to wear while on duty and also make obligatory to put on :-

(a)an arm badge distinguishing the agency.(b)shoulder or chest badge to indicate his position in the organisation.(c)whistle attached to the whistle cord and to be kept in left pocket.(d)shoes with eyelet and laces.(e)a headgear which may also carry the distinguishing mark of the agency

11. The uniform used by the private security guards shall not resemble the uniforms of the Armed Forces or the Paramilitary Forces or the Police.

12. The clothes worn by the private security guard while on active duty shall be such that they do not hamper in his efficient performance. In particular, they shall neither be too tight nor too loose as to obstruct movement or bending of limbs.

13. Every private security guard shall carry a notebook and a writing instrument with him.

14. Every private security guard while on active security duty shall wear and display photo-identity card issued under section

17. of the act. On the outer most garment above waist level on his person in a conspicuous manner.

Form III[See rule 5(2)]Training Certificate For Guard/supervisorSerial number:.....Name of the Training. Institution:.....Address of the Training Institution:.....Licence No:.....Certified that Sh/Smt/KmSon/daughter of.....Resident of.....has completed the prescribed training for the engagement or employment as a Private Security Guard/Supervisor from.....toHis signature is attested below :Signature of the Certificate Holder:.....Signature of issuing authorityDesignation:Place of Issue.....Date of Issue.....Form IV[See rule 3(1)]Form For Verification of Antecedents of Applicant

1. Thumb impression of the applicant:

(Please affix left Hand Thumb impression in case of Male and Right Hand Thumb Impression in case of Female)

2. Specimen Signature of the applicant:

(i).....

(ii).....

(iii).....

{|

Passport size recent photograph attested by class-I Gazetted Officer

[}Please fill all particulars in Block Letters. (Caution: Please furnish correct information.

Suppression of any factual information shall render the candidate unsuitable for grant of licence.)

3. Payment of fee details:

Fee Amount.....Mode of Payment.....Name of Bank (if any).....No. &
date.....Personal Particulars :-

1. Last name:.....

2. First name:.....

**3. If the applicant has changed his name, please indicate all previous names
in full:.....**

4. Sex (male/female):.....

5. Date of birth..... Age:.....

6. Place of Birth:.....

District , State & Country:.....

7. Visible Distinguishing Mark:.....

8. Telephone No (with STD code):.....

9. FAX No:.....

10. Cell Phone No:.....

11. Particulars of family Members:

Relation	First Name	Last Name	Present Address
Father			

Mother

Spouse (if any)

Legal Guardian (if any)

12. Present Residential Address:

District State Pin Code

13. Please give date since residing at the above-mentioned address:.....

14. If the applicant has not resided at the address given at column (12) above continuously for the last five year, particulars of earlier addresses:

S.No. Address From To

Please furnish additional copies of this form for each additional place of stay during the last five year. Forms may be photocopied if required, but photograph and signature are required to be affixed in original on each copy.

15. Permanent Address:

District State Pin Code

16. In case of stay abroad, particulars of places Where the applicant has resided for more than 6 months after attaining the age of twenty one years:

S.No. Address From To

17. Other Details:

(a) Educational Qualifications:

S. No. Qualification Name of the Institution Board/University Year %age Marks

(b) Work experience:

S.No. Name and Address of employer Contact Telephone No Position held From To

(c) Reason for leaving last employment:

18. Have you ever operated any Private Security Agency:.....

19. If yes, give details:

S.No Name & Address Since when

20. Are you a citizen of India? Yes/No If yes, whether by Descent/Registration /Naturalisation (Please tick the correct option)

21. In case you have ever possessed citizenship of any other country, give names:.....

22. Have you at any time been convicted by a court in India for any criminal offence? If yes, give details (Case number & year, Police Station, Name of the court and offence):..... (Please attach copy of the judgment in each case)

23. Are any criminal proceedings pending against you before a court in India? If yes, give details (Police Station, Case number & year, Name of the court and offence):.....

Date _____ Place _____ (Signature/T.I of applicant)

24. Enclosures:

1.

.....

2.

.....

3.

.....

4.

.....Declaration: The Information given by me in this from and enclosures is true and I am solely responsible for its accuracy. ,(Signature/T.I of applicant)(*Please affix left Hand Thumb impression in case of Male and Right Hand Thumb Impression in case of Female)

For office use only

From Number	Name of the police station where sent for police verification	Date of Despatch	Remarks
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Form V[See rule 4 (12)]Form For Verification Of Character And Antecedents For Private Security Guard/ Supervisors

1. Thumb impression of the applicant:

(Please affix left Hand Thumb impression in case of Male and Right Hand Thumb Impression in case of Female)

2. Specimen Signature of the applicant:

(i).....

(ii).....

(iii).....

{|

Passport size recent photograph attested by class-I Gazetted Officer

]Please fill all particulars in Block Letters. (Caution: Please furnish correct information.

Suppression of any factual information will render the candidate unsuitable for grant of licence.)

3. Payment of fee details:

Fee Amount.....Mode of Payment.....Name of Bank (if any)..... No. & datePersonal Particulars :-

4. Last name:.....

5. First name:.....

6. If the applicant has changed his name, please indicate all previous names in full:.....

7. Sex (male/female):.....

8. Date of birth:..... Age:.....

9. Place of Birth:.....

District, State & Country:.....

10. Visible Distinguishing Mark:.....

11. Height:.....Weight:.....Chest without expansion.....with expansion.....(applicable in case of male applicants only)

12. Telephone No (with STD code):.....

Mobile Phone No:.....

13. (i) Passport No:.....Date:.....Issued at:.....

(ii) Voter ID Card No:.....Issued by:.....(iii) Name/Particulars of any other ID proof:.....Number:..... Date:.....Issuing authority:.....

14. Particulars of family Members:

Relation	First Name	Last Name	Present Address
Father			
Mother			
Spouse (if any)			

Legal Guardian (if any

15. Present Residential Address:

District State PIN Code

16. Please give date since residing at the above-mentioned address:.....

17. If the applicant has not resided at the address .given at column (15) above continuously for the last five year, particulars of earlier addresses:

S.No. Address From To

Please furnish additional copies of this form for each additional place of stay during he last five year. Forms may be photocopied if required, but photograph and signature are required #o be affixed in original on each copy.

18. Permanent Address:

District State PIN Code

19. In case of stay in a foreign country, particulars of places where the applicant has resided for more than 6 months after attaining the age of twenty one years:

S.No. Address From To

20. Other Details:

(a) Educational Qualifications

S No. Qualification Name of the Institution Board/University Year %age Marks

(b) Work experience:

S no. Name and Address of employer Contact Telephone No. Position held From To

(c) Reason for leaving last employment:.....

21. Do you have a valid Character and antecedents certificate in Form III? Yes/No

If yes, please attach a copy.

22. Are you a citizen of India? Yes/No If yes, whether by Descent/Registration /Naturalization (Please tick the correct option)

23. In case you have ever possessed citizenship of any other, country, give names:

24. Have you at any time been convicted by a court in India for any criminal offence? If yes, give details (Case number & year, Police Station, Name of the court and offence):..... (Please attach copy of the judgment in each case)

25. Are any criminal proceedings pending against you before a court in India?

If yes, give details (Police Station, Case number & year, Name 'of the court and
offence):.....

26. Has any court issued d warrant or summons for appearance or warrant for arrest or an order prohibiting your departure from India? If so give name of the Court, case number and other details.....

27. Declaration.

The, information given by me in this form and enclosure is true and I am solely responsible for accuracy.(Signature/T.I of applicant)(* Left Hand Thumb Impression if Male- and Right Hand Thumb Impression if Female)Date.....Place.....

28. Particulars of person to be intimated in the event of death or accident:

Name.....Address.....Mobile/Tel. No.....

29. Enclosures:

1.

.....

2.

.....

3.

.....

4.

.....(Signature/T.I of applicant)(*Please affix left Hand Thumb impression in case of Male and Right Hand Thumb Impression in case of Female)

For Office use only

Form Number Name of the police Station where sent for verification Date of Dispatch Remarks

Form VI[See rule 4(10)](To be issued by Agency)Character and Antecedent CertificateThis is to certify that Sh/Smt/Km.....Son/Daughter of.....whose particulars are given below has good moral character and reputation and that the applicant has been staying at the following address continuously for the last.....years. As per police report he/she has no criminal record.Date of Birth.....Place of Birth.....Educational Qualification.....Profession.....Present Address.....Permanent

Address.....Issuing AuthoritySignature:Name & Designation:Address/Tel No:Date of Issue:.....Form VII'[See rule 13(2)]Form For AppealToThe SecretaryGovt. of Madhya Pradesh,Home Department,Vallabh Bhawan, MantralayaBhopal (M.P.)Sir/ Madam,The undersigned hereby prefers an appeal Under section 14 of the Private Security Agencies (Regulation) Act, 2005 as per the following details:- Shri/Smt/Km(Name of the applicant) son/daughter of..... R/O..... (Full Address) Controlling Authority.....Against Order No & Date:..... In the matter of:.....(Enclose copy of the impugned order) Ground(s) of appeal:..... separate sheet if required)Lists of enclosures:

1.

.....

2.

.....

3.

.....

4.

.....SignatureName of the appellant:.....Date.....Place.....Form VIII(See rule 14)Register of Particulars(Part-I Management Details) {||-| S No| Name| Father Name| Position Held| Present Address & Phone No.| permanent address| Date of Joining/leaving the Agency|-|}|(Part-II Private Security Guards and Supervisors) {||-| S.No.| Name| Father's name| Rank/post| Present address & phone no| Date of joining/leaving the agency| Permanent address| Photograph| Badge no.| Salary with date.|}|(PART-III Customer details) {||-| S.No| Name of Customer Address & Phone No.| Address of the place where Security is provided| Number and Rank of Security Guard provided| Date of Commencement of Service| Date of Discontinuation of Service|-|}|(PART-IV Duty Roster) {||-| S.No.| Name of Private Security Guard and Supervisor| Address of the place duty| Whether provided any arm/ commencementequipment| Date and time of communication of duty| Date and time of end of duty|-|}|Form IX(See rule 15)Name and Logo of the Private Security Agency

1. Name..... { |

Photograph of the holder duly attested by the issuing authority

|-| 2. Rank.....|-| 3. ID No.....|-| 4. Blood Group.....|-| 5. Valid upto.....|-| 6. Specimen signature:.....|}Signature of the Issuing Authority with Office sealDate of Issue:(Additional information namely, contact details etc of the Agency may be provided

on the back side)Form-XSecurity Guard(See rule 15)Part -A Only number {||-|| Break-up| Gender|-| Total number of Supervisors| Ex-service man| Ex police man| Home| Other| Male| Female|-| 1| 2| 3| 4| 5| 6| 7|-|||||||}

Trained Untrained Character Verific Annual Medic

Male	Female	Male	Female	Done	Not done	Done	Not done
8	9	10	11	12	13	14	15

Part -B Only number {||-| Number of Security Guards deployed on securityduties| Firm wise number of Security Guards deployed|-| Armed| Un-armed| Name of firm and distt.| Deployment Number|-| 1| 2| 3| 4|}SupervisorsPart -C Only number {||-|| Break-up| Gender|-| Total number of Supervisors| Ex-service man| Ex police man| Home| Other| Male| Female|-| 1| 2| 3| 4| 5| 6| 7|-|||||||}

Trained Untrained Character Verific Annual Medic

Male	Female	Male	Female	Done	Not done	Done	Not done
8	9	10	11	12	13	14	15

Part -D Only number {||-| Number of Security Guards deployed on securityduties| Firm wise number of Security Guards deployed|-| Armed| Un-armed| Name of firm and distt.| Deployment Number|-| 1| 2| 3| 4|}Acknowledgement

Application for New Licence 01

Application for Renewal of Licence -

Receipt No.01....Name Shri Vishal Swara.....s/o Late Shri Sham Swara.....address .. SLV Security Services Pvt. Ltd. Unit-1, Sector-23. Carterpuri, Gurgaon (Haryana)..... Name of Private Security Agency SLV Security Services Pvt. Ltd.....Operation Area State/ District.....All M.P..... Application registered on S.No ...01.....dated ...28 July 2010.....(Sign. & Seal)Appendix-1Primary / Basic Syllabus of Private Security Agencies Running in Madhya Pradesh

(1) Duration of Syllabus	45 working days
(2) Total lecture	290
(3) Daily lecture	09

Time period for each lecture will be 40 Minutes.

Note : Administrative arrangement for First day

	Period (oral)	06
(2)	Midterm and final exams	06
(3)	For the closing ceremony	06
		18

S.No.	Subject	Period
1	Physical Exercise	16
2	Foot Drill (Without arms)	32
3	Arms drill	20

4	Arms Training (Rifle)	33
5	Field Craft	02
6	Fight without arms	13
7	Stick / Cane Drill	16
8	Riot drill	06
9	Guard Duty	07
10	Internal Security	18
11	Citizen Security	30
12	Law	45
13	General Knowledge	50
		288
	Organiser -	18
		306
	Details about subjects	
	1. Physical Exercise	
1.	Purpose of physical exercise and Way of teaching	01
2.	physical exercise for All India competition	01
3.	Training for all seven exercises	07
4.	Group practice By squad	07
		18
	2. Foot Drill (without arms)	
1.	Training of attention, Stand on knees and relaxed	01
2.	Stand on one line, two and three line	02
3.	Become three line, singleness and count	01
4.	Open line and train line walk	01
5.	Straight . stand right and left turn	02
6.	Straight . stand back turn	01
7.	Half right / left turn	01
8.	Count and walking in fast	02
9.	Steps rhythms and go forward	01
10.	Turn left and right while walking	02
11.	Turn back while walking	02
12.	Turn in file and line while walking	02
13.	Left and right side walking	01
14.	Walk in line, Left turn, Steps rhythm and Move forward	02
15.	Right and left Make Squad	02
16.	Right and left change direction	02

17.	Front Salute	01
18.	Left salute while walking, Right salute while walking	01
19.	Salute without cap	01
20.	Respect to the right and left to squad	01
21.	Messaging	01
22.	Dispersal	01
	Total -	32
	3. Arms Drill	
1.	Training of attention, Stand on knees and relaxed	01
2.	Equilibrium with the falling Arms	01
3.	Shoulder arm / side arm	02
4.	Salute with Side arm and shoulder arm	02
5.	Check the weapon for inspection and Land Arms	02
6.	Hanging arms and side arms	02
7.	Left arm for inspection	01
8.	Weapons Handling Side arm and shoulder arm	02
9.	Rifle maintenance and unload	02
10.	Tight and loosen of Sling	01
11.	Give respect from Shoulder arm / side arm	02
12.	Weight weapon and Change, weapon	01
13.	Dispersal (with weapon)	01
	Total -	20
	4. Range & weapon Safety Rules (For those deployed with weapon)	
1.	The introduction of rifles and name of the parts	01
2.	Training of Opening and assembling of rifle	01
3.	Rifle protect and training of the cleaning	02
4.	Proper catch and Line positions	02
5.	Stand fire training	02
6.	Load, unload and to adjust sight	01
7.	Learn joining correct part and practice	02
8.	Right grip and pressing trigger	02
9.	Application practice 100 and 200 Yards (Lying)	02
10.	Application practice 100 and 200 Yards (standing)	02
11.	Grouping practice	02
12.	Take different fire position according to cover	02
13.	22 Rifle introduction and Musketry	
14.	Musketry .303 Rifle	03

15. Range Firing	03
16. Knowledge and use of ground	01
17. Methods of assessment of Distance	02
18. Identification of diameter of target	02
19. Fire control order	01
	33
5. Field.craft tacties	
1. The introduction of Field craft tacties	01
2. Scout Training	01
	02
6. Fight without arms	
1. Delicate part of the body	01
2. Hand is a weapon	01
3. Leg is a weapon	01
4. Call and Roll	02
5. Throw	02
6. Shield and lock	02
7. Use of Steel helmets	01
8. Safety from knife	01
9. Safety from stick and pistol	01
10. Yawara Stick	01
	.13
1. Standing in two lines and attention, stand onknees and , stick drill joint and engage rest	02
2. Hitting by sticks	02
3. Defence by stick	02
4. Hudda and Engage	01
5. Beat and Hudda	01
6. Defence and Hudda	01
7. Stick drill practice	02
8. Cane drill and practice	01
	16
8. Riot drill	
1. Meaning of Riot drill	01
2. Control on crowd/mob	01
3. Tear smoke	01
4. Crowd /mob control drill	01
	04

9. Guard Duties	
1. The introduction of guard duties and its types	01
2. Guard mounting parade	02
3. Guard Cordon out	01
4. Of stand to guard and challenge	01
5. Petrol, Picket and escort	01
6. Mobile petrolling	01
	07
10. Internal Security	
1. General administration	01
2. The principle of law and order and use of power	01
3. information and intelligence.related knowledge	01
4. collecting of Rumours and Preventive measures	01
5. Methods of dispersal of unlawful assembly	01
6. Search and knowledge to lay siege	01
7. Breach of the peace process before and after	01
8. Traffic control and traffic signs	02
9. Guard signal and driver signal	02
10. Traffic control by light	01
	12
11. Civil Security	
1. Knowledge of National, State and regionalcitizen security agency	01
2. Explosives and fire bombs	01
4. Unexploded bomb and their search, Subsequentrisk	01
5. Air attack before, during and after the strike	01
6. Different ways of warning of air attack	01
7. Warden service organization and use.	02
	11
12. Rescue operations	
8. Rescue Party, its accessories	01
9. Rope, various Knots and Lessing	02
10. using of stair in rescue	01
11. Knowledge of different types of damages andMethods of working in it	01
12. Various methods of rescue	02
	06
First Aid	
1. Shock	01

2. Various wounds	01
3. Fire burn and treatment	01
4. Fracture type and treatment.	01
5. Giving artificial respiration	01
6. Bandage training	01
7. Stretcher Lasing and drill	01
8. Introduction and seemingly different causes offire	01
9. Different types of fire fighting equipment	01
10. Saward strit Pump drill	02
	28

S.No.	Subject	Period
	Law	
1.	Arms Act	Section-25 01
2.	Indian penal code	95, 97, 99, 102, 103 02
		141, 146, 147, 159, 160, 02
		186, 188, 223, 224, 225 01
		279, 285, 286, 287, 294 01
		323, 324, 325, 328, 332, 333 336, 337, 338 02
		341, 342, 353, 354, 363, 366, 376, 377 02
		379, 392, 394, 395 02
		454, 457, 448, 506, 509, 510 02
3.	Indian Criminal Procedure Code	Cognisable and non cognisable Offences, bailableand non 02
		bailable offences
		Investigation, Police station, provisionRelating to Station 01
		house incharge
		Provision of Summons and warrant 01
		Methods of arrest 01
		Methods of search 165 (PR 422) 01
		Every police officer (right to arrest withoutwarrant, 01
		Section- 41 and 57)
		CRPC 107, 109, 110 and 151 01
		FIR and Seiznre 01
		129, 130, 131, 132 (PR439) 02
		and 144, 60, 48, 47 01
		Total - 49
	General Knowledge	
1.	Discipline, importance and character building	01
2.	Importance of Leadership in. Voluntaryorganization	01

3. Legal duties and rights of citizens	02
4. knowledge of Nature	02
5. Important Industrial installations, power house and dams	02
6. Indian Union and its territory	02
7. State Administration	02
8. Important Places of MP	02
9. News Paper, State and National level News Paper and Their importance	01
10. Crowd control.	01
11. The importance of voluntary organizations and various Indian voluntary organizations	01
12. Conduct in public and correct wearing of uniform	01
13. Examining identification papers including identity cards, Passports and smart cards.	02
14. First Aid.	02
15. Crisis response and disasters management.	02
16. Badges of rank in police and military forces.	02
17. Indian Services	01
18. Indian Constitution (Rights and Duties)	01
Should be able to read and understand English Alphabets and Arabic numerals as normally encountered in the identification documents, arms licence, travel documents and security inspection sheet.	02
19. Physical security, security of the assets, security of the. Building or apartment, personnel security, household Security.	01
20. Fire fighting.	01
21. Use of security equipments and devices (for example, Security alarms and screening equipments) and	01
22. Total -	21