



# The Arunachal Pradesh Gazette

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## GOVERNMENT OF ARUNACHAL PRADESH HOME DEPARTMENT : ITANAGAR

### NOTIFICATION

The 7th August, 2009

No. HMB(B)-30/2005.— In exercise of the powers conferred by section 25 read with section 11 of the Private Security Agencies (Regulation) Act, 2005 (No. 29 of 2005) the state Government of Arunachal Pradesh hereby makes the following rules, namely :-

1. **Short title and commencement:-** (1) These rules may be called the Arunachal Pradesh Private Security Agencies rules, 2009

(2) They shall come into force from the date of their publication in the Official Gazette.

#### 2. Definitions:-

(1) In these rules, unless the context otherwise requires:-

(a) "Act" means the Private Security Agencies (Regulation) Act, 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) "License" means a license granted under the Act.

(f) "Recognized Institute" means any 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 meaning respectively assigned to them in the Act.

#### 3. Controlling Authority :-

Inspector General of Police, Arunachal Pradesh Police shall be the Controlling Authority for the purpose of this Act :

Provided that the State government may, by notification, direct that such powers and functions of the Controlling Authority as may be prescribed in the said notification, shall also be exercised or performed by such officer or officers subordinate to the Controlling Authority, as may be specified in such notification.

#### 4. Website of the Controlling Authority :-

(1) Complete transparency shall be maintained in the functioning of the Controlling Authority. In addition to all over duties and responsibilities laid down in the Act and under these Rules, the Controlling Authority shall also be responsible for maintaining a website where all relevant information, namely, the Act, Rules, procedures, various Forms, circulars, notices for the general public etc. shall be uploaded, in both Hindi and English, from time to time in order to do away with the need for personal visit by the applicants, representatives of the Agencies and the general public.

(2) Every Agency shall designate one person as its authorized representative under intimation to the Controlling Authority. Correspondence with the Agencies shall be made, as far as possible, by electronic means through their authorized representatives. Applications, verification requests along with various documents, forms etc. shall be submitted online using digital signatures. Provision shall also be made for online submission of fees.



**5. Verification of the antecedents of the applicants :-**

- (1) Every applicant while making an application to the Controlling Authority for issue of a fresh license or renewal, shall furnish information in Form I for verification of his antecedents. If the applicant is a company, a firm or an association of persons, the application shall be accompanied by form I for every proprietor or majority shareholder, partner or director of the company, as if they were also the applicants.
- (2) On receipt of such application, the Controlling Authority shall make such enquiries as it considers necessary, to verify the contents of the application and the particulars of the applicant(s).
- (3) The Controlling Authority shall obtain a no objection certificate from the District Superintendent of Police or the Commissioner of Police, as the case may be, of the concerned District where the Agency has its principal place of business. For this purpose it will send to him a copy of the application for license and its attachments for verification and report.
- (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, 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.

**6. Verification of character and antecedents of the private security guards and supervisors :-**

- (1) Before any person is employed or engaged as a security guard or supervisor, the Agency shall satisfy itself about the character and antecedents of such person in any one more of the following manners :-

- (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 :

Provided that the character and antecedent certificate is valid and the 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 signed under the authority of the District Superintendent of police.

- (2) The person desirous of getting employed or engaged as security guard or supervisor shall submit information in Form II to the Agency. If the person has stayed in more than one district during the last two years, one copy per district shall be submitted.
- (3) The 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) Where the Agency decided to verify the character and antecedents through the police, the police officer entrusted with the task of such verification will visit the locality, where the person claims to have resided or is residing, and ascertain his/her 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 or any other identity document to be prescribed by the controlling authority in this regard from time to time, visit to the locality shall be dispensed with.

- (5) For availing services of the police for character and antecedents verification, the Agency shall submit Form II of the person along with a fee of Rs. 500 per candidate. The fee for consulting police records alone for the purpose of sub rule 6 (6) shall be Rs. 200 per candidate Payment of fee shall be made in manner as prescribed by the Controlling Authority.
- (6) In case the Agency decided to verify the character and antecedents of the person by itself, it shall mandatorily consult the police records/crime criminal database to ascertain his/her criminal history. For this purpose, the Agency shall submit a request to the concerned District Superintendent of Police along with information furnished by him/her in Form II along with prescribed fee. The amount and manner of payment of the fee for this service shall be prescribed by the Controlling Authority. For the sake of clarity, in all such cases, the police shall furnish a report on the basis of police records only.
- (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(6) are issued within 30 days and 10 days respectively of the receipt of the character and antecedent form failing which it shall be presumed that they have nothing adverse to report.
- (8) Contents of the report of the Police regarding character and antecedents of a person shall be kept confidential at all times.



- (9) Character and antecedents verification report once issued shall remain valid for five years.
- (10) On the basis of police verification or on the basis of their own verification, the Agency shall issue a character certificate in Form III. This certificate will not be taken back by such Agency even if the person ceases to be the employee of that Agency.

#### 7. Security Training :-

- (1) The Controlling Authority shall frame detailed training syllabus required for imparting training to security guards. This training shall be for a minimum period of hundred hours of classroom instruction and sixty hours of field training spread over at least twenty working days in a Recognized Institute. Ex-servicemen and former police personnel shall however be required to attend only a condensed course of minimum forty hours of classroom instructions and sixteen hours of field training spread over at least even working days.
- (2) Training will be imparted on the following subjects namely :
  - (a) conduct in public and correct wearing of Uniform;
  - (b) physical fitness training;
  - (c) physical security, security of the assets, security of the building/apartments, personnel security, household security;
  - (d) fire fighting;
  - (e) examining identification papers including identity card, passport and smart cards;
  - (f) should be able to read and understand English alphabets and Arabic numerals as normally encountered at the time of identification of documents, arms licenses, travel documents and security inspection sheets;
  - (g) Identification of improvised explosive devices;
  - (h) First Aid;
  - (i) crisis response and disaster management;
  - (j) Defensive driving (compulsory for drivers of armored vehicle and optional for others);
  - (k) handling and operation of non prohibited weapons and firearms (optional);
  - (l) rudimentary knowledge of Indian Penal Code relating to right to private defence, procedure for lodging first information report in police station;
  - (m) identification of different types of arms in use in public and police;
  - (n) use of security equipments and devices ( for example) security alarms and screening equipments ; and
  - (o) leadership and management ( for supervisory staff only).
- (3) First level and second level supervisors concerned with the management of security services rendered by the Agency, shall also be imparted training for a period not less than three months every day from a Recognized Institute. For those having experience of defence, paramilitary or police service, a course of six weeks duration would 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.
- (4) Every security guard and supervisor concerned with the management of security service rendered by the Agency shall have to successfully undergo the prescribed training. On completion of training, each successful trainee will be awarded a certificate in Form III by the recognized Institute.
- (5) Unsuccessful candidates shall not be assigned to security duty until such time they successfully complete the prescribed training.
- (6) All agencies shall submit a list of successful trainees to the Controlling Authority in the manner prescribed by it.
- (7) 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 guard and supervisors in accordance with these rules.

#### 8. Standard of Physical fitness for security guards :-

- (1) A person shall be eligible for being engaged or employed as security guard or supervisor concerned with the management of security services, only if he/she 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 ( for female no minimum requirement for chest measurement).



- (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: should be able to hear and respond to the spoken voice and the alarms generated by security equipments.
- (v) The candidate should have dexterity and strength to perform searches, handle objects and use force for restraining the individuals in case of need.
- (2) A candidate should be free from evidence of any contagious or infectious disease. He should not be suffering from any disease, which is likely to be aggravated by service or is likely to render his unfit for service or endanger the health of the public.
- (3) 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 prescribed for the entry level.

**9. 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 guards are on security duty in different premises and it is not practical to supervise their work by one supervisor, the Agency shall depute more number of supervisors so that at least for every six private security guards there is one supervisor available for assistance, advice and supervision.

**10. Manner of making application for grant of licence:-**

- (1) Every application by an Agency for the grant of a licence under Sub-section (1) of section 7 of the Act, shall be made to the Controlling Authority in the format prescribed in Form V.
- (2) Every application referred to in sub-rule (1) shall be accompanied by a demand draft or bankers cheque or proof of electronic transaction showing payment of fee as prescribed under **Sub-Section (3) of section 7**, payable to the Controlling Authority of the State concerned where the application is being made.
- (3) Every application referred to in sub-rule (1) shall be-
  - (i) either personally delivered, or
  - (ii) sent to the controlling authority by registered post, or
  - (iii) submitted online, provided the same is digitally signed by the applicant.
- (4) On receipt of the application referred to in the sub-rule (1) the Controlling Authority shall send an acknowledgement to the applicant, either manually or electronically, as the case may be.

**11. Grant of licence:**

- (1) The controlling authority, after receiving application(s) under sub-rule (1) of rule 10 shall grant a licence to the Agency in Form VI after completing all the formalities and satisfying itself about the suitability of the application(s) and also the need for granting the licence for the area of operation applied for.
- (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 otherwise of licence of such Agencies which may not have adhered to the condition of ensuring the required training, in accordance with the provisions of section 13 of the Act.

**12. Conditions for grant of licence :**

- (1) The licensee shall inform the Controlling Authority regarding any change of persons forming the Agency or their address within thirty days of such change.
- (2) The licensee shall intimate the Controlling Authority about any criminal case registered against a person forming the Agency or against a private security guard or supervisor engaged by the Agency within 10 days of his/her knowledge of registration of First Information Report. A copy of such communications shall also be sent to the officer in charge of the police station where the said person resides.
- (3) Every licensee shall abide by the requirements of physical standards for private security guards and supervisors and their training as prescribed in these rules as the conditions on which the licence is granted.
- (4) Save as provided in these rules, the fees paid for the grant of licence shall be non-refundable.

**13. Renewal of licence:-**

- (1) Every agency shall apply to the Controlling Authority for renewal of the licence after every five years.



- (2) The fees chargeable for renewal of the licence shall be the same as for the grant thereof.

**14. Conditions for renewal of licence:-**

- (1) The renewal of the licence will be granted subject to the following conditions :-
- The applicant continues to maintain his principal place of business in the jurisdiction of the controlling authority.
  - The applicant continues to ensure the availability of the training or its private security guards and superiors required under sub-section(2) of Section 5 of the Act.
  - The applicant continues to adhere to the license conditions.
  - The police have no objection to the renewal of the licence of the applicant. The Controlling Authority shall obtain no objection certificate from the district Superintendent of Police or the Commissioner of Police of the concerned District, as the case may be, where the Agency has its principal place of business in this regard.
- (2) The form of application for renewal of licence will be same as the form for application for original licence.

**15. Appeals and procedure :-**

- (1) Principal Secretary/Commissioner, Home Department, Arunachal Pradesh shall be the Appellate authority for the purpose of sub-section (1) of section 14 of the Act. Every appeal under this section shall be preferred in Form VII signed by the aggrieved person or his authorised representative and presented to the appellate officer in person or sent to him by registered post.
- (2) The Controlling Authority may prescribe a fee for the appeal to be filed under section 14 of the Act and the manner in which such fee shall be paid.

**16. Register to be maintained by the Agency :-**

The register required to be maintained under the Act by the Agency shall be in Form VIII.

**17. Photo identity Card :-**

- Every photo identity card issued by the agency under sub-section (2) of section 17 of the act shall be in Form IX.
- 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. The identity card shall have sufficient security features to prevent duplication.
- The photo identity card shall clearly indicate the individual's position in the Agency and the date up to which the photo identity card is valid.
- The photo identity card shall be maintained upto date and any change in the particulars shall be entered therein.
- The photo identity card issued to a private security guard will be returned to the Agency issuing it once the private security guard is no longer engaged or employed by it.
- Any loss or theft of photo identity card will be immediately brought to the notice of the agency that issued it.

**18. Other conditions :-**

- Notwithstanding whether the Agency mandates its private security guards to put on uniform while on duty or not, every Agency shall issue and make it obligatory for its security guards to put on :
  - An arm badge distinguishing the agency.
  - Shoulder or chest badge to indicate his position in the organization.
  - Whistle attached to the cord and to be kept in the left pocket
  - Shoes with eyelet and laces;
  - A headgear which may also carry the distinguishing mark of the agency.
- The clothes worn by the private security guard while on active duty shall be such that they do not hamper his efficient performance. In particular, they will neither be so tight nor loose that obstructs the movement or bending of limbs.
- Every private security guard shall carry a note book and a write instrument with him or her.
- 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/her person in a conspicuous manner.

Tajom Taloh,  
Commissioner (Home),  
Government of Arunachal Pradesh,  
Itanagar



**FORM - I**  
(See Rule of (5)(1))

Form for verification of Antecedents of Applicant

Thumb Impression of the applicant :

Signature of the Applicant

Passport  
size recent  
photograph  
attested by  
class-I  
gazetted  
officer

**FOR OFFICE USE ONLY**

Form Number	Name of the police Station sent for Police verification	Date
-------------	--	------

Fee Amount Rs. ....Cash/D.O. ....

Name of Bank ..... DD. No. ....

Date of Issue .....

Please read the instructions carefully before filling the form. Please fill in BLOCK LETTERS (CAUTION : Please furnish correct information or suppression of any factual information in the form will render the candidate unsuitable for grant of licence)

1. Name of applicant (Initials not allowed)

Last name ..... first name .....

2. If you have ever checked your name, please indicate the  
previous name (s) in full.

3. Sex (Male/Female) .....

4. Date of Birth .....

5. Place of District ..... State & Country .....

6. Father's Full Name / Legal guardian's full Name (Including Surname, if any (Initials not allowed))

7. Mother's Full Name (including surname), if any : (Initials not allowed).

8. If married, Full Name of spouse (including surname), if any (Initials not allowed).

9. Present Residential Address, including Street No./Police Station,  
Village and District (with PIN code)

Telephone No./Mobile No. ....

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

DD MM YYYY

11. Permanent address including Street No./Police Station, Village and  
District (with PIN Code)

12. If you have not resided at the address given at COLUMN (9) Continuously for the last five years please furnish the other address (addresses with duration (s) resided. You should furnish additional photocopies of this form for each additional place of stay during the last five years. Forms may be photocopied, but photograph and signature in original are required on each form.



From ..... To ..... Form ..... To .....

13. In case of stay abroad particulars of all places where you have resided for more than one year after attaining the age of twenty – one years.

## 14. Other Details.

- (a) Education Qualification:  
 (b) Previous position held if any along with name and address of employees:  
 (c) Ransom for leaving last employment  
 (d) Visible Distinguishing Mark:

15. Did your earlier operated any Private

16. Are you a citizen of India by: Descent/Registration/ Naturalization : If you have ever possessed any other citizenship, please indicate previous citizenship.

17. Have you at any time been convicted by a court in India for any criminal offence and sentenced to imprisonment/ if so, give any of the court, cases number and offence (Attach copy of judgement).

18. Are any criminal proceedings pending against you before a court in India? If so, give name of court, cases number and offence.

## 19. Self-Declaration:-

The information given by me in this form and enclosures is true and I am solely responsible for accuracy.

(Signature /T.I of applicant)

Date .....

Place .....

## 17 Enclosures:

## FOR OFFICE USE ONLY

File No .....

Date of issue of C &amp; A Report .....

(Signature of Police Station Incharge) .....

(Name of Police Station) .....

Name of Police District .....

N.B. Cancel whether is not applicable.



## FORM-II

(See Rule of (2) (3) (5))

## Form for verification of Character and antecedents for Security Guard and Supervisor

Thumb Impression of the applicant .....

Signature of the Applicant .....

## FOR OFFICE USE ONLY

Form Number	Name of the police Station sent for Police verification	Date
-------------	---	------

Fee Amount Rs. .... Cash/D.O .....

Name of Bank .... DD. No. ....

Date of Issue .....

Please read the instructions carefully before filling. Please fill in Block LETTERS Caution: Please furnish correct information or suppression of any factual information in the form will render the candidate unsuitable for employment/engagement in the Private Agency)

1. Name of applicant as should appears in the photo-identity card (Initials not allowed)

Last name ..... first name .....

2. If you have ever changed your name, please indicate the previous name (s) in full.

3. Sex (Male/Female) ..... 4. Date of Birth .....

5. Place of Birth Village/Town .....

District ..... State &amp; Country .....

6. Father's Full Name /Legal guardian's full Name (including surname), if any (Initials not allowed)

7. Mother's Full Name (including surname), if any : (Initials not allowed).

8. If married Full name of spouse ( including surname), if any (Initial not allowed.)

9. Present residential Address, including street No./ Police Station, Village and District ( with PIN Code)

.....

.....

.....

.....

Telephone No./Mobile No.....

10. Please give the date since residing at the above mentioned addressed DD/MM/YYYY

11. Permanent Address including Street No./Police Station, Village and district (with PIN CODE)

.....

12. If you have not resided at the address given at COLUMN (9)

Continuously for the last five years please furnish the other address (addresses with duration (s) resided. You should furnish additional photocopies of this form for each additional place of stay during the last five years. Forms may be photocopies, but photograph and signature in original are required on each form

From ..... To ..... Form ..... To .....

13. In case of stay abroad particulars of all places where you have resided for more than one year after attaining the age of twenty-one years.

.....

.....

.....



## 14. Other Details.

(a) Education Qualification:

(b) Previous post held if any along with name and address of employer:

(c) Reason for leaving last employment:

(d) Visible Distinguishing Mark:

(e) Height (cms):

15. Are you working in Central Government/State Govt. PUS/Statutory Bodies Yes/No

16. Are you a citizen of India by: Birth/Descent/Registration Naturalization. If you have ever possessed any other citizenship, Please indicate previous citizenship

17. Have you at any time been convicted by a court in India for any criminal offence &amp; sentenced to imprisonment? If so, give name of the court, case number and offence (attach copy of judgement)

18. Are any criminals proceedings pending against you before a court in India? If so, give name of court, case number and offence.

19. Has any court issued a warrant or summons for appearance or warrant for arrest or an order prohibiting your departure from India/If so give name of court, case number and offence.

## 20. Self-Declaration:

The information given by me in this form and enclosures is true and I am solely responsible for accuracy.

(Signature /T.I of applicant)

( \* Left Hand Thumb impression of Male and Right Hand Thumb Impression of Female)

Date .....

Place .....

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

Address .....

Mobile/Tel. No. ....

22. Enclosures:

(Signature /T.I..8 of applicant)

## FOR OFFICE USE ONLY

File No .....

Date if issue of C &amp; A Report .....

(Signature of Police Station Incharge)

Name of Police Station .....

Name of Police District .....

N.B. Cancel whether is not applicable



**FORM -III**

(See Rule 6 (10))

**CHARACTER AND ANTI-CEDENT CERTIFICATE**

This is certify that Mr./Mrs. ....  
 Son/Daughter of .....  
 Whose particulars are given below has good normal character and reputation and that the applicant has been saying at the following address continuously for the last one year.

Date of Birth : .....  
 Place of Birth : .....  
 Educational Qualification : .....  
 Profession : .....  
 Present Address : .....  
 Permanent Address : .....

Issuing Authority

Signature

Name &amp; Designation

Date of Issue

Address/Tel No.

**FORM-IV**

(See Rule 7 (4))

Serial Number

Training Certificate

Name of the Training Agency

Address of the Training Agency

License No.

Certificate

Son/daughter of

Resident of

Has completed the prescribed training for the engagement or employment as a Private Security Guard from  
 ..... Till date .....

His signature is attested below.

Signature of the Certificate Holder

Signature of Issuing authority

Designations

Place of Issue

Date of Issue

**FORM -V**

(See Rule 10 (1))

**APPLICATION FOR NEW LICENCE/RENEWAL OF LICENCE TO ENGAGE  
 IN THE BUSINESS OF PRIVATE SECURITY AGENCY**

To

The Controlling Authority

The undersigned hereby applies for obtaining a licence to run the business of operating service in the area of Private Security Agencies:

1. Full Name of the Applicant
2. Nationality of application
3. Son/Wife/daughter of
4. Residential Address
5. Address where the applicant desires to start his Agency



6. Name of the Private Security Agency.....
7. Name and address of Proprietor, Printer, Majority shareholder, Director and chairman of the Agency.....
8. Name and extent of facilities available .....
9. Qualification of staff, staff, engaged for imparting instruction,  
Name .....  
Age .....  
Designation .....
10. Equipment which will be used for Security service.  
(a) Door Framed Metal Detector (DFMD) .....  
(b) Hand Held Metal Detector ( HHMD) .....  
(c) Mine Detector .....  
(d) Other Detector .....  
(i) Wireless Telephones. ....  
(ii) Alarms Devices. ....  
(iii) Armored Vehicles. ....  
(iv) Arms. ....
11. The particulars of the uniforms including color in case the applicant intends to use any uniform for the Private Security Guard and Supervisor of the Agency.....
12. Does the applicant intends to operate in more than one district/ if so the name of the Districts.  
1. .... 2. .... 3. .... 4. .... 5. ....
13. Does the applicant intend to operate in the entire state/ .....
14. Does the applicant possesses the training facility in its own or will get it on outsourcing basis ? The name and address of training facilities should be furnished. ....

Signature  
Name of the applicant  
Designation of the applicant

Signature  
Name of the application  
Address of the application  
Telephone number of the applicant  
Date of application

## Enclosures:

1. Copy of current Income tax clearance certificate.
2. Affidavits as prescribed in Section-7 Sub-Section (2) of the Act.
3. Other enclosures.

## FORM -VI

(See Rule -12 (1))

Licence to engage in the business of  
Private Security Agency

1. Serial No. ....	
2. Date .....	
3. Shri .....	( Name of the applicant)
S/O .....	
R/O .....	
.....(Full Address)	
..... is granted the licence by the Controlling Officer for the State of	
..... To run the business of Private Security Agency in the District (s)/State of	
(strike of the applicable words) .....	
..... with office at .....	
(address of the office ) .....	
Place of issue.....	
Date of issue.....	
This licence is valid upto .....	
Signature	
Name of granting Authority	
Designation	
Officials Address	



**RENEWAL**

(See Rule -14)

**Date of Renewed****Date of Expiry**

- 1.
- 2.
- 3.
- 4.

Signature

Name of granting Authority

Designation

**Form -VII**

(See Rule-15 (1))

**Form for Appeal**

An Appeal under section 14 of the Act

Appellant.....

S/o .....

R/o .....

Controlling authority.....

The .....above named appeal to the

(State Home Secretary) ..... from the order of (Controlling Authority) dated .....

day of ..... and against refusal of licence to run Private Security Agency.....

and sets forth the following grounds of objection to the order appeal from namely .....

1. ....

2. ....

3. ....

4. ....

Enclosed lists of documents

Signature

Name of the applicant

Designation of the applicant

Date.....

Place .....

**Form VIII**

(See Rule 10)

**Register of Particulars****(Part -I Managements details)**

S.No.	Name of person (s) managing the agency	Parent's Father's name	Present address & phone No.	Permanent Address	Nationality	Date of joining/leaving the Agency
1.						

**(Part II Private Security Guards and Supervisor)**

Sl.No.	Name of Guard/Supervisor	Father's/ name	Present address & phone No.	Date of joining/ leaving the Agency	Permanent address	Photo- graph	Badge No.	Salary with date
1.								
2.								

**(Part III Customers)**

Sl No.	Name of the Customer & phone No.	Address of the place where Security is provided	Number and ranks of Security Guards provided	Date of commencement of services	Date of discontinuation of services



**Form- IX**  
**(See Rule -17 (1))**

**Photo-identity card for Private Security Guard/Supervisor**  
**(Name of the Private Security Agency)**

Photograph of  
the holder  
duly attested  
by the issuing  
authority

1. Name .....
2. Officials Designation .....
3. Identification No.....
4. Date of Issue.....
5. Valid upto.....
6. Signature of the Card holder.....

Signature of the  
Issuing Authority

Office seal