

In pursuance of the provisions of Clause (3) of Article 348 of 'the constitution of India', the Governor is pleased to order the publication of the following English translation of Notification No. 326/XX-2/18/02C(12)/2017 dated March 12, 2018 for general information.

No. 326/XX-2/18/02C(12)/2017  
Dated Dehradun, March 12, 2018

NOTIFICATION

In exercise of the powers conferred by Section 25 of the Private Agencies (Regulation) Act, 2005 (Central Act No. 29 of 2005) read with Section 9 of said Act, the Governor is pleased to allow to make the following rules for determination of following condition and standard for establishment of training Institute in the State, namely-

**The Uttarakhand Private Security Agencies Rules, 2018**

**Short title and Commencement** 1. (1) These Rules may be called the Uttarakhand Private Security Agencies Rule, 2018.  
(2) It shall come into force at once.

**Fundamental Structure facilities** 2. For Private Security Agencies following fundamental structure facilities shall be must-

**(A) Requirement for training Area**

**(1) For outdoor Training**

- i) P.T./Parade (1) 90 ft X 90ft for 25 trainees  
(2) 180 ft X 180 ft for 50 trainees  
(3) 360 ft X 360 ft for 100 trainees

ii) Obstacle Training Obstacle Training course with 6 ft. wall, Verticle Rope, Double Ditch, Parallel Rope, Tarzen Jump, Crawling Ditch etc.

**(2) Indoor Training**

- i) Class Room (1) 20 ft X 12 ft for 25 trainees  
(2) 30 ft X 20 Ft. for 50 trainees.

- 402
- (3) Two room of 30 ft X 20 ft for 100 trainees.
- ii) Computer Lab (1) 3 Computers for 25 trainees  
(2) 6 Computers for 50 trainees  
(3) 12 Computers for 100 trainees
- iii) Security Equipment display lab. 2 rooms of 30 ft. X 20 ft.
- iv) Library 1 room 30 ft X 20 ft
- v) Admn. Block 1200 sqft. for (chambers of the Principal Instructor, instruction staff, office space, gallery, toilet & bathroom etc).

### (B) Requirement for Boarding Area

- (i) Barracks 40 sq ft. per trainee  
(1) 1000 sq ft for 25 trainees.  
(2) 2 set of 1000 sq ft for 50 trainees.  
(3) 4 set of 1000 sq ft for 100 trainees.
- (ii) Toilet/Bath Room 1 per 6 trainees
- (iii) Dining Hall/canteen (1) 15 X 20 ft for 25 & 50 trainees.  
(2) 30X20 sq ft for 100 trainees.
- (iv) Kitchen 10 ft X 20 ft
- (v) Recreation Room 20 ft x 15 ft
- (vi) Hospital/Medical/First Aid Facilities 10 ft X 15 ft

### (C) Staff requirement

- (1) Outdoor Training
- (i) Supervisory officer 1 per 100 trainees

- ii) Instructor Staff 1 per 50 trainees

**(2) Indoor Training**

- i) Supervisory officer 1 per 100 trainees

- ii) Instructor Staff 2 Instructors per 100 trainees as permanent employees. Numbers of instructors will depend on subject to requirement. Agencies can use the services of guest lecturers to impart specialized training as per requirement.

**(3) Supporting Staff**

- i) Cook 1 for 25 trainees

- ii) sweeper 1 for 25 trainees

- iii) Washerman 1 for 25 trainees

- iv) Plumber/Electrician/Barbar/ Cobbler 1 each per 100 trainees

**(D) Basic security equipments required for training**

- i) Metal Detectors (HHMD/DFMD/DSMD)
- ii) Visitor Pass Management System including Card Reader and Biometric access control devices.
- iii) Perimeter security equipment (Different kinds of fencing including Alarm System CB Detectors, intrusion alarm system and different kinds of Barriers)
- iv) Video surveillance systems including DVR
- v) Fire Fighting Equipments (Fire Point, all types of fire extinguishers and smoke detectors.)
- vi) Communication Equipments Wireless/ Walkie Talkie and Jamming Equipments.
- vii) Crowd Control Equipments.
- viii) Under trolley mirror, extension mirror, prodder, prober etc

Syllabus 3. For Private Security Agencies the following Syllabus shall be necessary.

SN	Subject	Basic Minimum Syllabus to be covered
1	2	3
1.	Private Security Agency Law	<ul style="list-style-type: none"> <li>*Basic features of Private Security Agency(Regulation)Act,2005</li> <li>* Basic features of the Private Security Agencies State Model Rules, 2009</li> </ul>
2.	Conduct in public and correct wearing of uniform	<ul style="list-style-type: none"> <li>* Elementary spoken English</li> <li>* Display of identity before any enquiry to be made in public.</li> <li>* Courteous mode of enquiry with proper manners.</li> <li>*Courteous handling of crowded situation.</li> <li>* Extra care to be taken while interacting with females.</li> <li>* Proper care to be taken while using detecting devices, especially for frisking and searching to avoid public taking offence.</li> <li>* Help to be extended at each and every site while deployment of security guards for the public.</li> <li>*Appropriate wearing of uniform, hygiene, cleanliness and maintaining dignity of uniform.</li> </ul>
3.	Physical fitness training	<ul style="list-style-type: none"> <li>* Daily jogging of 3 Km for male and 2 Km for female.</li> <li>*P.T. and aerobic exercises on daily-basis.</li> <li>* A minimum of long jump of 2 meters</li> <li>* A minimum of high jump of 1.2 meters</li> <li>* Drill and file formation, unarmed combat and saluting.</li> </ul>

408

<p>4.</p>	<p>Physical security, security of the assets, security of the building or apartment, personnel security, household security</p>	<ul style="list-style-type: none"> <li>* Maintaining &amp; checking of entry and exit registers.</li> <li>* Training to secure access to and from the site of deployment.</li> <li>* Authorized and regulated entry of men, material, vehicle etc. Prevention and prohibition of any activity, movement of men, material and vehicle, which has been mandated in the contract between the parties.</li> <li>* Basic reading of layout building plans, site plan of group housing societies, residential colonies and commercial /residential enclaves.</li> <li>* Onsite decision-making regarding deployment of personnel at critical, entry and exit points.</li> <li>* For personal security of clients, basic sensitization towards needs of business, home and societal environments.</li> <li>* Sensitization about different types of security responsibilities, e.g. Reception gate, store, factory, residence, housing societies, hotels, farm house, Mall, Bank, ATM cash in transit etc.</li> <li>* Use and handling of communication devices such as walkie-talkie, mobile, basic telephone etc.</li> <li>* Practical exposure to Control Room duties.</li> </ul>
<p>5.</p>	<p>Fire Fighting</p>	<ul style="list-style-type: none"> <li>* Fire and its chemistry.</li> <li>* Types of fire and their prevention.</li> <li>* Fire precautions, causes of fire in industry and establishment.</li> <li>* Handling of fire fighting equipments. (General fire, oil fire, electrical fire)</li> </ul>

6.	Crowd Control	<ul style="list-style-type: none"> <li>* To address crowd over public address system in crowded situation.</li> <li>* Proper appeals to be made to the public to prevent chaos, stampede, etc in a crowded situation.</li> <li>* To create a rope barrier, human barriers, metal barricades to secure given area in crowded situation.</li> <li>* To man, planned site evacuation during the crowded situation.</li> <li>* Measures for bringing order in a crowded situation.</li> </ul>
7.	Examining identification papers including identity cards, passports and smart cards	<ul style="list-style-type: none"> <li>* Exposure to various kinds of identification papers, identity cards, passports and smart cards.</li> <li>* Recognition of critical marks, stamps, hologram etc of various agencies in order to differentiate between the original and fake identification papers.</li> <li>* Whom to approach in case of detection of forged/suspicious documents.</li> </ul>
8.	Should be able to read and understand English alphabets and Roman numerals as normally encountered in the identification documents, arms license, travel documents and security inspection sheet.	<ul style="list-style-type: none"> <li>* Reading &amp; writing of preliminary/basic English &amp; Roman numerals.</li> </ul>
9.	Identification of improvised explosive devices	<ul style="list-style-type: none"> <li>* Methods of identifying IED in searching explosive devices through the qualified instructors. How to secure IED till arrival of specialised agency.</li> <li>* How to approach police, if such devices are detected or suspicious objects are found.</li> <li>* Relay of information to counter such a situation of disaster.</li> <li>* Use of technical devices helping in detection of IED.</li> </ul>

10.	First-Aid	<ul style="list-style-type: none"> <li>* Principles of first-aid(structure and functions of the body)</li> <li>*Bleeding and type of bandages, treatment of fractures and wounds.</li> <li>* Transportation of injured.</li> <li>* Emergency handling of stroke, heart attack, trauma, falls, casualty, poisoning, burns.</li> <li>* Basics of communication both verbal and non- verbal to be made during the times of medical casualties in public places.</li> </ul>
11.	Crisis response and disasters management	<ul style="list-style-type: none"> <li>* Identification of crisis-prone and disasters-prone areas at the site of deployment.</li> <li>* Framing up of site-specific management plan including making up of resource inventory, planning of deployment during the crisis, evacuation, relief of victims in circumstances of crisis and disasters.</li> <li>* Mock drill plans to be made by supervisors for crisis management and disaster management on site-basis.</li> <li>* Sensitization of important telephone numbers of State agencies whose minimum intervention would be required in crisis/ disaster situations.</li> </ul>
12.	Defensive driving compulsory for the driver of Armoured vehicle and optional for others)	<ul style="list-style-type: none"> <li>* Training to be provided by qualified instructors in defensive driving.</li> </ul>
13.	Handling and operation of non-prohibited weapons and firearms (optional)	<ul style="list-style-type: none"> <li>* Training in NPB small arms with respect to maintenance, cleaning, operational use and handling.</li> <li>* Sensitization towards authorities issuing and renewing arms licenses and the terms and conditions for use of weapons in a given jurisdiction.</li> <li>* Exposure to provision of Arms Act and offences.</li> </ul>

408.

14.	Rudimentary knowledge of Indian Penal code, right to private defence, procedure for lodging first information report in the police station, Arms Act (only operative sections), Explosives Act (Operative Sections)	<ul style="list-style-type: none"> <li>* Preliminary knowledge of relevant provisions of IPC, Cr.PC, Arms Act, Explosive Act etc.</li> <li>* Procedure of registering FIR in Police Station.</li> </ul>
15.	Badges of rank in police and military forces.	<ul style="list-style-type: none"> <li>* Description and Identification of the ranks and badges used in defence and police establishments of the State.</li> </ul>
16.	Identification of different types of arms in use in public and police.	<ul style="list-style-type: none"> <li>* Demonstration of various kinds of small arms/weapons used by public.</li> <li>* Explaining about arms used for prevention and bringing order in public such as water cannon, rubber bullet guns, smoke canisters etc.</li> </ul>
17.	Use of security equipments and devices (for example security alarms and screening equipments)	<ul style="list-style-type: none"> <li>* Handling of metal detectors, handling of devices, box scanners, use of DFMDs, HHMDs.</li> <li>* Use of IMD detectors etc.</li> <li>* Use of various kinds of alarm system installed for security purposes.</li> </ul>
18.	Leadership management and (for supervisors only)	<ul style="list-style-type: none"> <li>* Personality development training.</li> <li>* Leadership training.</li> <li>* Report-making training.</li> <li>* Training for improving inter-personnel skills.</li> <li>* Training for preparing deployment plan to secure a given site.</li> </ul>
19.	Observations, handling unidentified objects, conducting antisabotage checks, handling equipments and special requirements for those who have to do body protection.	<ul style="list-style-type: none"> <li>* Highly specialized instructions for making observations, handling of unidentified objects, conducting anti-sabotage checks and handling equipments dealing with specialized interventions.</li> <li>* Personal specific requirements for people who require body protection.</li> </ul>



- Note:-** 1. The training of general Security Guards/Supervisors will be carried out in 20 working days which will include minimum 100 hours of class (Indoor theory classes) and minimum 60 hours of field training (Physical Training).
2. For Ex-Army personnel and Ex-CAPF and Ex-Police personnel, the training will be carried out in 07 working days including condensed course of minimum 40 hours class (Indoor theory classes) and 16 hours field Training (Physical Training).

After training there will be 100 marks objective exam of 2 hours in which it is compulsory for candidates to attend 40 marks. Day-to-day performance will be the basis for physical training.

**Necessary Documents for Application-**

4. For Application the following records shall be necessary

- (1) Prescribed Fee- Rs 25000/ (Through Challan)
- (2) Application in form 1 and V
- (3) Affidavit of each partner U/s 7(2) of the Act.
- (4) Copy of Registration and copy of deed of Partnership (if any)
- (5) Pan Card of company and income tax return.
- (6) Details and document of land and facilities regarding establishment.
- (7) Ascertain capacity of training Institution.
- (8) Syllabus of Training.
- (9) Details of fee incurred from each candidate.
- (10) Full details of different facilities given to the trainees (i.e. chart of food, facility of accommodation etc.)

**Other documents**

5. For Application the following records shall be necessary

- (1) Prior to granting licence, the scrutiny report of Controlling Authority or I.G. Training Police Department is compulsory, after the licence is granted, the Deputy Inspector General of Police, level officers shall inspect the Training Institute twice in a year.
- (2) The licencing authority- will be the Controlling Authority.

410

- (3) The agency shall send a copy of the training certificate received by each guard to the Controlling Authority of Training Institute.
- (4) Licence Duration - 5 years.
- (5) Renewal shall be done by adopting the whole process of new licence.

By Order,

**ANAND BARDHAN,**  
*Principal Secretary.*