

WEST BENGAL PRIVATE SECURITY AGENCIES (REGULATIONS) RULES, 2024

Registered No. WB/SC-247 No. 4017, Extraordinary Published by Authority SATURDAY MARCH 08, 2025 [SAKA 1946 PAR I -Orders and Notifications by the Governor of West Bengal. the Government of West Bengal; etc. No. 244-1S/PVT-60/2021 GOVERNMENT OF WEST BENGAL HOME AND AFFAIRS DEPARTMENT INTERNAL SECURITY BRANCH, NABANNA 325, Sarat Chatterjee Road, Howrah-711 102 NOTIFICATION Dated, 28th day of February, 2025 In exercise of the powers conferred by section 25 of the Private Security Agencies (Regulation) Act, 2005 (29 of 2005) and in supersession of the West Bengal Private Security Agencies (Regulation) Rules, 2007, except as respects things done or omitted to be done before such supersession, the Governor is pleased to make the West Bengal Private Security Agencies (Regulations) Rules, 2024. — (1) These rules may be called the West Bengal Private Security Agencies (Regulations) Rules, 2024. (2) They shall come into force on the date of their publication in the Official Gazette. Definitions. — (1) In these rules, unless there is anything repugnant in the subject or context, "Act" means the Private Security Agencies (Regulation) Act, 2005 (29 of 2005); (a) "Agency" means the Private Security Agency; (b) "Controlling Authority" shall have the same meaning as assigned to it in clause (b) of section 2 of the Act; "Form" means a Form appended to these rules including a digital version of it; (d) "Licence" means a licence granted under the Act. 2.3. THE KOLKATA EXTRAORDINARY, MARCH 8, 2025 [PART I (2) Words and expressions defined in these rules but defined in the Act, shall have the same meaning respectively. (1) An agency while making an application in Form I to the Controlling Authority for the grant of licence shall also enclose for verification of his antecedents. (2) If the applicant is a company, a firm or an association of persons, the application in Form I shall be accompanied by Form II for every proprietor or majority shareholder, partner or director of the company, as if they were also the applicants. In addition, he shall submit an Affidavit in Form III incorporating the details in relation to the provisions contained in sub-section (2) of section 7 of the Act. (3) On receipt of Form I, Form II, and Form III, the Controlling Authority shall make such inquiries, as it considers necessary to verify the contents of the application and the particulars of the applicant. (4) Every application referred to in sub-rule (1) shall be accompanied by receipted challan in T.R. Form J GRIPS e-Challan under head of Account "018-Fees under the Private Security Agencies (Regulation) Act, 2005, for '1' the financial year of Security Agencies" in the detailed heads "1.3-Licence Fees" & "1.6-Other Fees" subordinate to the Receipt-I-lead-Account Services-800- other Receipts including Census" the payment of fees as prescribed under sub-section (3) of section (5) [the application referred to in sub-rule (1) shall be delivered to the Controlling Authority by registered post or electronic means. (6) On receipt of the application referred to in sub-rule (1), the Controlling Authority shall after noting thereon the date of receipt of the application, issue an electronic or digital acknowledgment to the applicant. (7) The Controlling Authority, after receiving an application in Form I shall grant a licence to the private security agency in Form IV after making such enquiry as it considers necessary and after compliance with the provisions of the Act or reject the same within a period of sixty days from the date of receipt of the application complete in all respect: Provided that in case of rejection of the application for grant of licence, order of refusal shall be made unless, the applicant has been given a reasonable opportunity of being heard. (8) The grounds on which licence is refused in the order, any other means or concerned police authority having jurisdiction over the applicant shall be the prerogative of the private security agency at the address or addresses provided by the agency. (9) The Controlling Authority shall cause to deliver the licence either physically or digitally within fifteen days of issue to the principal office of the private security agency which the concerned private security agency shall be bound to display at its place of business.

4. Verification Of the antecedents of the applicants (1) The Controlling Authority shall obtain a no objection certificate from the Superintendent of Police of the concerned District or the District Officer of Police of the concerned District, or an officer authorized by him not below the rank Deputy Superintendent of Police, where the applicant intends to commence its activities. For the purpose, the Controlling Authority shall send to the Superintendent of Police, or an officer authorized by him not below the rank of Deputy Superintendent of Police, a copy of the application for licence and its attachments and (2) The Superintendent of Police, or an officer authorized by him not below the rank of Deputy Superintendent of Police, shall send to the Controlling Authority a copy of the report of the investigation conducted by him.

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:-- 5. whether the applicant under sub-rule (1) of rule 3. earlier operated any Agency. either individually or in partnership of others and if so, the details thereof; and (ii) whether the applicant possesses any special qualification or skill. which may facilitate his operations of Agency. - (1) 'The licensee shall successfully undergo training relating to the private Conditions for grant of licence. security as prescribed by the Controlling Authority within the time frame fixed by it. (2) The Controlling Authority shall frame the detailed training syllabus required for training the licensee. The training shall be for a minimum period of six working days. The training shall broadly include the (3) following subjects. namely:- Present security scenario: (a) VIP Security (b) Internal Security (c) Institutional Security: (ii) Role and Functioning of Private Security Agencies: (a) (b) (d) (e) (h) (i) Fire Fighting (ii) Disaster, -•• Emergency. \•' Management Security Duties Checking of various documents In relation security' Access Control Explosives. IEDs Anti Sabotage Checks (ASC) Security related equipment and equipment Past duties (iii) Legal provisions: (a) The Private Security Agencies (Regulation) '2005 (29 of) and its associated Rules. (b) Relevant Labour Laws (iv) Management of Security Agencies (a) Unit 4 6. (h) (c) Rule 40 KATA F.X VR AORI.) TNARY- MARCH 8, 2025 Training of personnel of private security agencies Documentation and records to be maintained by the licensee Data Sheet Protocol (vi) Police and other departments. Inter face public. Interface with Public (a) (b) Liaison with police and other concerned Government Departments Private Security Personnel - D(Ys and DON' Ts (Conduct Rules) (4) (5) (7) The licensee shall inform the Controlling Authority regarding any change in the address of persons forming the Agency or change of management within thirty days of such change. "The licensee shall immediately intimate to the Controlling Authority about any criminal charge framed against the persons forming the Agency or against a private security guard or supervisor engaged or employed by the Agency, in the course or performance of duties as a private security agency. A copy of such communication shall also be sent to the officer-in-charge of the police station where the person charged against resides. Every licensee shall abide by requirements of physical standards for the private security guards and their framing as prescribed in these rules as the condition on which the licence is granted. Save as provided in these rules. the fees paid for the grant of licence shall be non-refundable. The licensee shall commence its activities within six months of obtaining the licence. Commencement of activities shall include the establishment of office premises and engagement of supervisors as provided under sub-section (3) of section 9 of the Act and in accordance with rule 11. . — (1) Every Agency shall apply to the Controlling Authority for renewal of the licence in Form I along with Form 11 and Form 12 not less than forty five days before the date of expiry of the period of validity thereof and after complying with other conditions of section 8 of the Act. (2) (3) (4) (5) (6) (7) (8) If the applicant is a company, a firm or an association of persons, the application in Form I shall be accompanied by Form 11 for every proprietor or majority shareholder, partner or director of the company as if they were also the applicants. The Controlling Authority, after receiving an application in Form I shall grant renewal of licence in Form IV after making such enquiry as considers necessary and after compliance with the provisions of the Act. In case of the application for renewal of licence within the validity period, the agency shall be treated as till-licensed agency after the expiry of validity. No application for Renewal of licence shall be accepted after expiry of validity of licence. In such case the Agency may apply for fresh licence as per section 7 of the Act. The fees chargeable for renewal of the licence shall be the same as for the grant or new licence as mentioned in sub-section (6) section 7 of the Act. The Controlling Authority shall pass an order on application for renewal of licence in Form IV within thirty days from the date of receipt or application complete in all respects. The validity of renewed licence shall be counted from the date of expiry of the previous licence and shall be up to a period of five years irrespective of its date of renewal. 5 PART KATA GAZETTE. EXTRAORDINARY, MARCH 8, 2025 The renewal of the licence shall be granted subject to the following conditions, 7. Conditions for renewal of licence.— namely:- the applicant continues to maintain his principal place of business in the jurisdiction of the Controlling Authority; for its private security guards and supervisors the applicant continues to ensure the availability of the training required under sub-rule (2) of rule 9 of these rules; the applicant continues to adhere to the conditions of grant of licence; (iv) the applicant has no criminal antecedents as may be verified from a database of criminal and and (v) physical verification by the police authority having jurisdiction. (i) Before any

Verification of character and antecedents of the private security guard and supervisor. person 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 or more of the following manner, namely - by relying upon the report received from the police authority based upon records/ electronic databases (a) (2) (3) (4) (6) of crime and criminals maintained by police authority. and/or (b) physical verification by the concerned police authority as the case may be. verification of the character and antecedents of such person/ (b) by relying on the report received from the police authorities signed under the authority of the Superintendent of Police or an officer of the equivalent or higher rank of the concerned district or the Commissioner of Police, or an officer not below the rank of Deputy Commissioner as the case may be. The person desirous of getting employed or engaged as a security guard or supervisor shall submit Form V to the Agency. In addition, he shall submit an Affidavit in Form VI incorporating the details in relation to the provisions contained in sub-section (2) of section of the Act. The State Government shall arrange to accept the prescribed fee to be deposited electronically for character and antecedent verification. The authority to which the application is made shall ensure that the character and antecedent verification report is issued within fifteen days of the receipt of the character and antecedent form. Once issued, Character and antecedents' verification report shall remain valid for three years irrespective of the change in employer status. (c) On the basis of character and antecedents' verification, the verification authority shall issue in Form VII a character and antecedents certificate and this certificate shall be valid as prescribed under sub-rule (5) of rule 8, even if the person ceases to be the employee of that Agency. (d) - The Controlling Authority shall frame the detailed syllabus required for training the security guards in accordance with the subjects as mentioned in sub-rule (2) hereinafter. For entry level, this training shall be for a minimum period of a hundred hours of classroom instruction and sixty hours of field training, spread over at least twenty working days. The ex-servicemen and former police personnel shall however be required to attend a condensed course only, of a minimum of forty hours of classroom instructions and sixteen hours of field training spread over at least seven working days. The training shall include the following subjects: (2) (a) conduct in Public and correct wearing of uniform. (b) physical fitness training a permanent personnel security, household (c) physical security, security of the assets, security of building security: (e) (no) (p) THF. KOLKATA GAZETTE, MARCH 2025 till the end of the year. crowd control: examination identification papers including identity cards, passports and smart cards; should be able to read, write and speak in Bengali language and able to understand basic English conversation and English (Hindi alphabet and Arabic numerals as normally encountered in identification of documents, licence, travel documents and security inspection sheets; of improvised explosive devices; first-aid, crisis response and disaster management; defensive driving (compulsory for the driver of an armoured vehicle and optional for others); and operation of weapons and (optional rudimentary knowledge of the Indian Penal Code, right to private defence, procedure for lodging first information report in the police station, Arms Act (only operative sections); Act (operative sections); badges of rank of police military forces; identification of different types of arms in use in Public and Police; use of security equipment and devices (for example; security alarms and screening equipment); leadership and management (for supervisors only); and (r) local language and culture. (3) The security guard shall have to successfully undergo the training prescribed by the Controlling Authority. (4) (c) On completion of the training each trainee shall have to undergo an evaluation as prescribed by the controlling authority be considered as a successful candidate for enrolment as a private security guard supervisor. A certificate VIII shall be issued by the training Institute to such successful trainees. The Controlling Authority shall inspect the functioning of training facility from time to time either by itself or through its officers. Normally such inspection shall be conducted at least twice every year. (6) All the training agencies shall submit a list of successful trainees to the Controlling Authority in the manner prescribed by it. (7) Based thereon, the Controlling Authority may have their own designations provided that no one shall adopt any of the rank of the armed forces, paramilitary forces or State Police (8) 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 training agency. (9) The Controlling Authority may view the continuation or otherwise of licence of such security agencies which have not adhered to the conditions of trained personnel on its rolls. 10) All the Private Security in the prescribed by the enrolled guards' supervisors to the Controlling Authority 7 PART II] KOLKATA GAZETTE

MARCH 8, 2025 10. Standard of physical fitness for security guards.- (1) A person shall be eligible for being employed as security guard if he fulfils the standards of physical fitness as specified below:- (i) Height, 160 cms (Female 150 Cms). weight according to standard table of height and weight. chest 80 cms with an expansion of 4 cms (for females no minimum requirement for chest measurement). Eye sight: Farsighted vision 6/6. near vision with or without correction. free colour blindness, should be able to identify and distinguish colour display in security equipment and read and understand display in English / Bengali alphabets and Arabic numerals. (iii) Free from knock knee and flat foot and should be able to run one mile in six minutes. (iv) Hearing: Free from defect; should be able to hear and respond to the spoken voice and the alarms generated by security equipment. He should have the dexterity and strength to perform searches, handle objects and use force (v) for restraining the individuals in case of need. (2) A candidate should be free from evidence of any contagious or infectious disease. not be suffering from any 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. Medical examination - (1) A candidate for it undergoes a (3) Agency shall ensure that every private security guard working every two years last such examination so as to ensure his continuance. (1) Maintenance of physical standards as prescribed for the entry level. - (1) There shall be one supervisor to supervise the work of not more than fifteen Provision for Supervisors 11. private security guards. In case (1) private security guards are on security duty in different premises and it is not practical to supervise (2) at least for every six private security guards their work by one supervisor, the agency shall depute more supervisors so that security guards there is one supervisor available for assistance, advice and supervision. - Every appeal under sub-section (1) of section 14 of the Act shall be preferred in Form 12. Appeals and procedure. IX by the aggrieved person (or his authorized advocate and presented to the Principal Secretary the State Government in person or electronic or digital form or sent to him by registered post

13. Register to be maintained by the Agency.- The register required to be maintained under the Act by the Agency shall be maintained electronically in Form X (k) every identity card issued by the Agency under sub-section (2) of section 17 of the Act shall be in Form XI. the photo identity card shall convey a full-face image in colour, the full name of the private security guard, (2) the name of the Agency and the employee number of the individual to the photo identity card is issued. (3) 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. (4) The photo identity card shall be maintained up to date and any change in the particulars shall be entered therein. The photo identity card issued to the security guard shall be returned to the Agency issuing it. once the (5) private security guard is no longer employed or is injured by it. (6) Any loss or theft of photo identity card shall be brought to the notice of the Agency that issued it and to the local police authority. 8 [5. THE KOI KATA GAZETTE. EXTRAORDINARY, MARCH 8, 2024] (other conditions. (1) Notwithstanding whether the Agency instructs its private security guards to put on the uniform while on duty or not, every private security agency shall issue and make it obligatory for its security guards to put on. (u) on the left shoulder the Agency, (b) shoulder or chest badge to indicate his position in the organization; (c) whistle attached to the whistle cord and to be kept in the left pocket; (d) shoes With eyelets and laces; (e) a headgear which may also carry the distinguishing mark of the Agency. (2) 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 shall neither be too tight nor too loose to obstruct movement or bending of limbs. (3) Every private guard shall carry a notebook and a writing instrument with him. (4) Every private security guard while on active security duty shall wear and display a photo-identity card issued under section 17 of the Act, on the front (or most prominent) above waist level on his person in a conspicuous manner. By Order of the Governor (Nandini Chakravorty) Home Secretary Principal Secretary to the Government of West Bengal Home & Hill Affairs Department THE EXTRAORDINARY. MARCH 8, 2024 FORM I APPLICATION FOR ('RANI' OF LICENCE 'RENEWAL OF LICENCE TO ENGAGE IN THE BUSINESS OF PRIVATE SECURITY AGENCY To The Controlling Authority 9 The undersigned hereby applies for obtaining a licence to run the business of operating services in the area of Private Security Agencies 4. 6

7. Full name of the applicant: Nationality of the applicant: Son/wife/daughter of: Residential Address: Address, where the applicant desires to start his Agency: Name of the Private Security Agency: Additional details of the Private Security Agency (if applicable): (a) (b) (c) (d) CIN No.. ESI No. EPF No. Labour Licence No. Labour No. . GST No. Any other in which the Agency has been registered If

Yes, Give the following information, Country or FDI (ii) Name of foreign Shareholder (iii) Address of foreign Shareholder (iv) Year of investment (v) No. or shares Percentage of foreign Shareholding (vii) Approval details FDE (Please attach the relevant documents or FDI approval) IO 8. 9. IO. n. 12. 13

14. THE KOLKATA EXTRAORDINARY, MARCH 8, 2025 Name and addresses of Proprietor. Partner: Majority shareholder. Director and Chairman of the Agency. [PART Mandatory type (type Name and extent of facilities available: Name Address DIN No. (if held) Proof with no. (a) Does the applicant possesses the training facility in its own or will get it on outsourcing basis? . (b) If the applicant has training facility, please provide the following information: Name of training agency: Address of Training agency: Recognition details of Training agency. F. which will be used for Security vestment (a) (b) (c) Door Mounted Metal Detector (DFMD) Hand Held Metal Detector (H HMD) Mine Detector or Other F. (d) (i) Wireless (ii) A Lann (iii) Armoured Vehicles (iv) Arms The particulars of the including colour. (Please attach colour photo of uniforms). Does the applicant intends to operate in more than one districts? If so the name of the Districts Does the applicant intend to operate in entire Yes No Signature Name of the applicant *Address of applicant Telephone number of applicant Date of application Enclosure: 4. 5

6. Photo of the premises of the Agency. ID Proof of all personnel. Recognition details of training agency (if applicable). Colour photo of uniforms, Documents (if applicable) under the agency details given in Para Copy of current Income tax (if applicable) Certificate. Affidavit as prescribed in Section 7 sub-section (2) of Other 5. above. KOLKATAGAZETTE, 1, 8 MARCH 2025 Form for verification of Antecedents of Applicant 11 NOTE: If the applicant is a company, a firm or an association of persons, this form shall be filled up by every one of the company, as if they are also the applicants, proprietor or majority shareholder, partner or director Signature of the Applicant For official use only Antecedents verification issued Form number by: Date Name of Bank Fee Amount Rs. D.D No. Cash D. Date of Issue _ Please fill in BLOCK L Please furnish correct information. Furnishing of incorrect and/or factual information in the form will render the candidate unsuitable for information or suppression of grant or licence) 2. 4, 6. 7 Name of applicant (Initials not allowed) First name Last name if you have ever changed your name, please indicate the previous name(s) in full Sex (male ; Date of Birth (DD/MM/YYYY): Aadhaar No. PAN No. Place of Birth: Village; Town and Country District 8. 9. IO

11. Father's Full Name; Local (guardian's Name (including surname, if any): (Initials not allowed) any): Initials not allowed) Mother's Full Name (including surname, if any): (Initials not allowed) Present Residential Address, including Street No./police station, village and District (with PIN code) — Telephone No. 12 B. 14. 16. 18. 19 IE KOLKATA MA 8. 2025 Please give the date since residing at the above-mentioned address: Permanent Address including Street No. station, village and District (with PIN code) If you have not resided at the address given at (I) continuously the last five years, please furnish the other address (addresses) with duration(s) resided. Foreign Address In case of stay abroad particulars of all places where you have resided for more than one year after attaining the age of 18 (twenty-one years, Other details: Educational Qualifications.. Previous positions held if any along with name and address of employers: (d) Reason for last visible mark: Last 3 years Return: Assessment Year copy of ITR enclosed (Yes/No) Affidavit incorporating the provisions of Section 6 of the Act enclosed: Yes/No Did you earlier operated any Private Security Agency or were its partner, majority shareholder or Director? If yes then furnish the name, address of the Agency and its licence particulars. Are you a citizen of India by: Birth: If you have ever possessed any other please indicate previous citizenship held by you at any time been convicted by a court in India for any criminal offence and sentenced to imprisonment? If so, Give name of the court, case number and offence. (Attach copy if available) Are any criminal proceeding(s) pending against you before a court in India? If so, give name of court, case number and offence 21. Self- The information given by in this form and enclosures is and I am solely responsible for accuracy. (Signature of applicant) Enclosure. (Signature applicant) THE KOLKATAGAZETTE, F.X MARCH 8. 2025 rule 5(1)) Sio D M r. Ms Director of the Agency, is a Proprietor: Partner (Address of resident of (Name of firm/agency/company) and I do hereby solemnly affirm and declare as under: That the deponent is a citizen of India. That the deponent has attained the age of 18 years. Partners: Directors (Please indicate the details of all the Partners/Directors) That the details of the Proprietor/Partners are as under: in the firm Name of the Proprietor/Partners;

eeencv/col)ipanv (Proprietor; Partner) Director Residential Address 4. 5. 6. 8. 9. IO. Partner. * i.) Director has not been convicted of any offence connection That the deponent or any or the Proprietor. with promotion. forinalion or a ci_nupuny (any fraud or conunitted by him in relation to firm/agency/company), including an undischarged insolvent. That the deponent or any of the Proprietor Partner; Director has not been convicted by a competent court for an offence, the prescribed punishment for which imprisonment of not less than two years, is. Director has not been - That the deponent or any of the Proprietor: (a) keeping links with organisation 01' IS banned under any law on account of their activities which pose threat to national or public order; or indulging in activities which are prejudicial to security or public order. (b) is not been dismissed or removed from Government 'That the deponent or any of the Proprietor service grounds of the (c) is conduct or immoral turpitude. or majority shareholder. and does not have a proprietor That the is registered (d) In partner or director, is not a citizen of India. That the deponent and all the Partner, Director of the shall comply with the provisions of (29 of 2005) by ensuring sub-section (2) of section 9 of the Private Security Agencies (Regulation) Act. to its private security guards and supervisors as prescribed. availability/imparting of such training and skill. That the deponent and all the Partner/ of the firm/agency/company shall fulfill the following conditions of or the Private Security Agencies (Regulation) Act. (29 of 2005). licence as stipulated under section 3 (i) prescribed training which the licensee (it) undergo: (ii) details of the person or persons (iii) (iv) 6) KOLKATA GAZETTE: EXTRAORDINARY, MARCH 8, 2025 obligation as to the to be provided time to time to the Controlling Authority regarding any change in their address. change of management. obligation as to the information to be provided from time to time to the Controlling Authority about any criminal charge made against them in the course of their performance of duties of the private security agency or as the case may be. a private security guard employed or engaged by them. Competent authority in the State Government may verify about imparting of required training by the private security agency under sub-section (2) of section 9 of the Act and may review continuation or otherwise of licence of the private security agency if the agency have not adhered to the condition of ensuring the required training. 11

12. That there are no cases registered with police or pending in court of law against the deponent. - Not registered with police or pending in court of law against the deponent. (Details shall be enclosed) there are no cases, that the deponent and all the Partner; Director of the firm/agency/company will comply, conditions of licence and in letter and spirit, with the provisions of the Private Security Agencies (Regulation) Act, 2005 (29 of 2005) and the relevant rules notified by the State Government under the Act and also comply with the issued from time to time by the Controlling Authority appointed under the Act. while in agency, private security agency with the and title M: Deponent Verification. - hereby solemnly affirm that the contents above this affidavit are true and correct to the best of my knowledge and belief nothing has been concealed there Point No. 4 u.) relates to compliance or section 6 of the Act Point No. 9 relates to compliance of section 9(2) of the Act. Point No. 10 a 11 relates to compliance of section 11 of the Act. (iv) Strike the points which are not applicable. KOLKATA GAZETTE: EXTRAORDINARY. MARCH 8, 2025 Licence to engage in the business of Private Security Agency Date Name of the Private Security Agency. (Name of the Applicant) State (Full Address) is granted licence by the Controlling Officer for the State to run the business of Private Security Agency in district(s) or / State of (strike or inapplicable words). Date of issue "This licence is valid up to Signature Name of the authority Designation Official Address RENEWAL (See 3 4. Signature Name of renewing authority' Designation Official Address (address of the Applicant or official use only Form number Fee Amount Rs. Date of Issue THE EXTRAORDINARY, MARCH 8, 2025 Form V (See rule 7(2)) Form for Verification of Character and antecedents Security Guard and Supervisor Character & antecedents verification issued by: Cash 11.1) Name of Bank (PARTI Date D.D No. Please fill in BLOCK LETTERS: (CAC Please furnish correct information. Furnishing of incorrect information or suppression of any factual information in the form will render the candidate unsuitable for employment/engagement in the Private Security Agency.) Name of applicant as should appear in the photo-identity card (initials not allowed) Last name First name 2. 3. 4. 5. 6. 7. 8. 9. 10. 11 If you have ever changed your name, please indicate the previous name(s) in full Sex Date of (DD/MM/YYYY): Aadhaar No. Place of Birth: Village/Town District State and Country Full Name; Legal Guardian's Full Name (including surname, if any): (Initials not allowed) Mother's Full Name (including surname, if any): (Initials not allowed) If married. Full Name of Spouse (including surname, if any). (Initials not allowed)

Present Residential Address, including Street No.' Police station/ Village and District (with PIN code) Telephone No: Mobile No. Please give the date since residing at the above mentioned address: T/ MA 8, 20 Permanent Address including Street Police station: Village and District (with PIN code) 17 12. 13. 14. 15. 16. 17. 18. 19. 21 If you have not resided..At the U MN (I (I) continuously last (i.e. years) please furnish the other address (addresses) with. . To Address 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. Other Details: (a) (b) (c) (d) (e) Educational Qualifications Previous held with name and address of employer Reason for leaving last employment Visible Distinguishing Mark on Height (CIVIS) Affidavit incorporating the provisions of Section 1 (h) (1) & (2) the 'Act enclosed : Yes No Are you working in Central (Government. State or Statutory Are you a citizen of India by: 11' you have ever possessed any other citizenship, please indicate previous citizenship Have you at any time been convicted by a court in India for any criminal offence & sentenced to imprisonment? If so, give name of the court, case number and offence. (Attach copy of judgment) Is; Are any criminal proceeding(s) pending number and offence (give name of court, case file and 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 Self Declaration: The information given in this return and is solely responsible for accuracy (Signature of applicant) Date . Enclosures (Signature of applicant) 1 KOI-KATA GAZETTE. EXTRAORDINARY, MARCH 8, 2025 Form-Vk (See rule Affidavit Slo / DiO / W/o Mr./ Ms. . resident of (Residential Address) of Ter myself for employment as a private security guard/supervisor in the private security agency M/S. (Name of firm/ agency/company) at (Address of firm-agency/company). I do hereby solemnly affirm and declare as under: My 4. That I am a citizen of India: That I have attained the age of 18 years but have not attained the age of 65 years. of birth is . That I have not been convicted by a competent court. That I have not been dismissed or removed on grounds of misconduct or moral turpitude while serving in any the armed forces of the Union, State Police Organisations, Central or State Governments or in any private security agency. Upon Verification: I, . hereby solemnly affirm on . (date), that the contents of above this affidavit are true and correct to the best of my knowledge and belief nothing has been concealed therein. Deponent : The provisions of section 10(2) of the Private Security Agencies (Regulation) Act, 2005 (29 of 2005) may be printed at the back of affidavit for awareness of deponent as follows: Section 10. Eligibility to be a private security guard. (2) No person who has been by a competent court or who has been dismissed or removed on grounds of misconduct or turpitude while serving in any of the armed forces of the Union, State Police Organisations, Central or State Governments or in any private security agency shall be employed or engaged as a private security guard or a supervisor. THE KOI-KATAGAZETTE. EXTRAORDINARY, MARCH 8, 2025 CHARACTER AND ANTECEDENT CERTIFICATE 19 (This certificate is Issued under the provisions incorporated the rules of the Private Security Agencies (Regulation) Act, 2005.) This is to certify that Mr. VIS. 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 (es) continuously for the last one year . of Birth : Place of Birth : Educational Qualification . Profession . Present Address . Permanent Address : This certificate is issued on the basis of a period of five years its date of issue. Date of Issue . (Source of certificate) and shall be valid upto Issuing Authority Signature Designation KOI-KATA EXTRAORDINARY, MARCH 8, 2025 Form-VIII (See rule 8(5)) Training Certificate Serial number Name of the Training Agency Address of the Training Agency Recognition No [The recognition of this agency is valid upto Certified that son/daughter of resident of for the employment or employment as a Private Security _ has the prescribed training:- Guard/Supervisor conforming to National Skill Qualification Framework (NSQF) standards His signature is attested below. Signature of (be Certificate Holder Signature of issuing Designation Place of issue Date of issue PART II Appellant VCCSUS Controlling authority/ The THE KOLKATAGAZETTE. MARCH 8, 2025 21 Form-IX (See rule 11) Form for Appeal An Appeal under section 14 of the Act r/o above named appeal to the order of (Controlling Authority) dated - and against refusal of licence to run Private Security Agency of objection to the (order appeal) dated 3

4. Enclosed list of documents Signature Name and Designation or the Appellant Date Place (State Home Secretary) . day of and sets forth the following grounds 22 No. 2 Sl. No. Sl. THE MARCH 8, 2025 Form X (See rule 12 Register of Particulars (Register A: Management details) Name of person(s) managing the Agency Parent's/ Father's name Present address & phone no. Permanent Address Nationality

(Register B: Private Security Guards and Supervisor) Name of Father's name Present Date of Permanent Joining/ Address leaving the Agency Photograph Finger Prints [PART 1 Date of joining/leaving the agency Employee Salary with date, ESI, EPF No (Guard/ Supervisor address phone no. (Register C: Customers) Name of the Customer & phone no. (Register D: Duty Roster) Name of the Private Security Guard ; Supervisor Address of the place where Security is provided Address of the place of duty Number and Date of ranks of commencement Security Guards provided Whether provided with any arms, ammunition of services Date and time of commencement of duty numbers and Bank/Branch through which paid Date of discontinuation of services Date and time of ending of duty .1 KOLKATA GAZETTE. EX MARCH 8. 2025 Form X} rule 13) Photo Identity card for Private Security Guard/Supervisor 23 (Name of the Private Security Agency) Identity Card No Name Official Designation Employee no. Blood Group Date of issue Valid up to Signature of the cardholder Signature of the issuing authority Official seal Colour Photo By order of the Governor. (Nandini Chakravorty) Joint Secretary Principal Secretary to the Government West Bengal Home Affairs Department Seen; Nahanna and printed at Published by (Government of West Bengal and Home Affairs Department) Printed by West Bengal Enterprises Pvt. Ltd. Kolkata 700056.

