

Application for registration/authorization of Training Institute for Private Security Guards

To

The ADGP(Admn.) and Controlling Authority
Private Security Agencies, Punjab
Chandigarh.

The undersigned hereby applies for registration/authorization of Training Institute for providing training to private security guards in the State of Punjab :-

- 1 Full name of the applicant _____

- 2 Nationality of the applicant _____

- 3 Son/Wife/Daughter of _____

- 4 Residential Address/ Telephone _____
Number _____

5. Name of the Training Institute _____

6. Address of the training institute with _____
telephone number and email address _____

7. Proposed/Existing capacity of the _____
Training Institute

8. Name and address of proprietor, _____
Partners, Majority Shareholders, _____
Directors and Chairman of Training _____
Institute.

9 Are you or any partner/ Director also _____
operating as private security agency? _____
If yes, then furnish the name, address _____
of the agency and its license _____
particulars _____

10 Whether the institute is registered with _____
any other Government institute ? _____

11 Details of infrastructure (Please provide information on the following facilities at your training institute. Please also see the norms of infrastructure requirement given at Annexure 'A') :-

Name and extent of facilities available

a)

i) Indoor Training facility

- | | |
|-------------------------------------|--------|
| 1. Numbers of Class Rooms and size, | Yes/No |
| 2. Computer lab, (Number & Size) | Yes/No |
| 3. Security equipment display lab | Yes/No |
| 4. Library | Yes/No |
| 5. Administrative Block, | Yes/No |

ii) Outdoor Training facility

- | | |
|-----------------------------------|--------|
| 1. Training area | Yes/No |
| 2. Obcistical course with details | Yes/No |

iii) Boarding arrangement of Training

- | | |
|--------------------------------------|--------|
| 1. Barrack area, Common utility area | Yes/No |
|--------------------------------------|--------|

b) Details of Staff, Qualification, experience, Age

- | | |
|--------------------------------------|---------------------------------|
| i. Supervisory Staff | } Please attach separate sheet. |
| ii. Outdoor Training Staff | |
| iii. Indoor Training Staff | |
| iv. Details of Guest Lecturer if any | |

c) Details of Supporting staff

(Cooks, Sweeper, Plumber, Electrician, Cobbler, barber, Tailor Etc.)
(Attach separate sheet)

d) List of Equipments to be used for Imparting Training

- | | |
|---|--------|
| i) Metal Detectors (HHMD/DFMD/DSMD) | Yes/No |
| ii) Visitor pass Management System including card reader and Biometric access control devices. | Yes/No |
| iii) Parameters security equipment (Different kind of fencing including alarm system CB detectors, intrusion alarm system and different kind of Barriers) | Yes/No |

- | | |
|---|--------|
| iv) Video surveillance systems including DVR | Yes/No |
| v) Fire fighting Equipments (Fire Point, all types of fire extinguishers. and Smoke detectors | Yes/No |
| vi) Communication Equipments Wireless/ Walkie Talkie and Jamming Equipments | Yes/No |
| vii) Crowd Control equipments | Yes/No |
| viii) Under trolley mirror, extension mirror, prodder, probe etc. | |
| e) Misc. Facilities :- | |
| i) Play Ground | Yes/No |
| ii) Recreation Room | Yes/No |
| iii) Mess; Canteen and Cooperative Provisioning Facilities | Yes/No |
| iv) Hospital/Medical/First Aid Facilities | Yes/No |

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

(Signature/ T.I. of applicant)

Infrastructure Requirement for Training Institutes

Requirement for training Area

(I) For Outdoor Training

i)	P.T./ Parade	=	30 X 30 yards for one Platoon (25 trainees)
ii)	Obstacle Training	=	Obstacle Training course with 6 ft. wall, Vertical Rope, Double Ditch, parallel Rope, Tarzan Jump, Crawling Ditch etc.

II) Indoor Training

i)	Class Room	=	30X 20 Ft. for 40 to 50 Trainees
ii)	Computer Lab		With one computers for 10 trainees
iii)	Security Equipment display lab.		2 rooms of 30 ft X 20 Ft.
iv)	Library	=	One room 30 ft X 20 ft
v)	Admn. Block	=	To house supervisory staff and instructors and administrative staff.

A) Requirement for Boarding Area

i)	Barracks	=	40 Sqr. Ft. per trainee
ii)	Toilet/Bath Room	=	1 per 6 trainees
iii)	Dining Hall	=	30 X 20 Sqr ft. for 100 Trainees

B) Manpower requirement

(I)	<u>Outdoor Training</u>		
i)	Supervisory Officer	=	1 per 100 trainees
ii)	Instructor Staff	=	2 per platoon
II)	<u>Indoor Training</u>		
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 lectures to impart specialized training as per requirement.
III)	<u>Supporting Staff</u>		
	Cook	=	1 for 25 trainees
	Sweeper	=	1 for 25 trainees
	Washer man	=	1 for 25 trainees

Plumber/ Electrician/ Barber/ Cobbler one 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 kind of fencing including alarm system CB Detectors, intrusion alarm system and different kind 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, probe etc.

E) Misc. Facilities :

- i) Play Ground
- ii) Recreation Room
- iii) Mess, Canteen and Cooperative Provisioning Facilities
- iv) Hospital/ Medical/ First Aid Facilities