

SPONSORING NORMS
DGR EMPANELLED PRIVATE SECURITY AGENCY

Sponsorship Norms

1. A common roster State wise shall be maintained for the following DGR empanelled Private Security Agencies:-
 - (a) Individual Proprietorship
 - (b) Private Limited Companies
 - (c) ESM Corporations
2. All sponsorship will be done in the cyclic order of the seniority of empanelment number of the operational agency.
3. All individual agencies shall be sponsored for minimum of twenty five guards (cumulative) to facilitate a level allocation to each agency. This shall reduce the variance in the number of guards for which each agency is sponsored as Number one. For Private Limited companies the minimum sponsorship figure would be the number of empanelled directors multiplied by twenty five. As far as possible, the sponsorship to each individual agency/Private Limited Company will be as close to the minimum figure, within the set of requisitions being considered for that particular sponsorship. In cases where the minimum figure is not reachable in a particular set, the balance to achieve the minimum figure will be considered in the next sponsorship.
4. Individual Proprietorship Agencies shall be sponsored for a maximum of 50 numbers of guards per sponsorship.
5. Individual Proprietorship Agencies may be sponsored for their second choice only under exceptional circumstances.
6. Private Limited Agencies shall be sponsored for a maximum of 50 guards multiplied by the number of Directors of that company.
7. The sponsorships shall be done using the following yardsticks:-
 - (a) In case the requisition of guards is more than 50 but less than or equal to 100 and there is no Private Limited Company waiting in its turn for the set of requisitions being considered then the sponsorship may be given to one individual agency with a condition that it will not be considered in its turn for the next cycle of sponsorship and the agency has adequate balance of quota.
 - (b) In case the requisition of guards is more than 100 but less than or equal to 50 x Number of Directors and there is no Private Limited Company waiting in its turn for the set of requisitions being considered, then the

sponsorship shall be given to the next Private limited company waiting in seniority for its turn, although as per cyclic order it may have some indl agencies ahead of it. If the number of guards is more than $50 \times$ No of Directors of the private limited company next in turn, but less than or equal to $100 \times$ No of directors, then it will be shared between two private limited companies. This also would involve private limited company being considered ahead of individual agencies. However, this would be negated by the fact that these private limited companies would forego their turn in the present cycle.

(c) In above cases of (a) and (b), the higher number of guards in any permutation/combination will be given to seniormost agency and thereafter to next agencies in turn.

(d) In case of larger sponsorships the case shall be presented with justification for the approval of DG(R).

(e) Other cases may come up wherein the number of guards is so much that it would exceed the quota for the individual/private limited company if it runs for two years. In such cases due care will be taken to allocate guards and such agency may not be considered for sponsorship in present cycle.

(f) If adequate number of Private Limited Companies are not available for that particular state (First Choice) then the express approval of DG (R) in writing, shall be taken to sponsor other state companies.

8. In case the PSU cancels the tendering process then the sponsorship letter shall be treated as cancelled and the agency sponsored as number one shall be once again sponsored as senior most agencies / company, out of turn.

9. In case the Proprietor intimates that due to some reason he shall not be able to respond to the sponsorship for a particular period of time then that request will be entertained by DGR only if such request is received one month in advance, along with the period for which the agency is not to be considered for sponsorship.

10. The DGR sponsorship norms shall be overriding criteria over any special request made by the PSU.

11. The under mentioned sponsorship norms may also be considered on case to case basis: -

- (a) Age of the proprietor / Director.
- (b) Total quota availed (cumulative)
- (c) Number of times sponsored.
- (d) Number of contracts already running.

- (e) Number of Ex-servicemen already employed in ongoing contracts.
- (f) Adherence to DGR instructions, PSAR Act and PSAR Rules.
- (g) Any investigation / complaints pending as regards to the working of the security agency.
- (h) Number of times sponsorship letter returned on account of non delivery
- (i) Non-participation in tendering process despite sponsorship.
- (j) Compliance as regards to submission of fully compiled and updated periodical returns.
- (k) Period of Sponsorship.

(l) License of Operation Under the provisions of Private security (Regulations) Act, 2005, holding of licence is mandatory for the carrying on of business of Security Agencies and other related matters. All security agencies/Private Limited Companies/State ESM Corporations empanelled with DGR are required to possess a licence of operation to run a security agency. A self attested copy of the licence will be submitted by them with DGR. The license of operation for running a security agency must be submitted for the first choice of state of operation. The following points shall be complied with:-

(i) In case the copy of acknowledgement of application of license is produced, then the self attested copy of license would be required to be produced within six months of the date of application for licence, failing which the agency will be Held in Abeyance for sponsorship.

(ii) In case there is a delay in part of the licensing authority beyond six months, a renewal by the licensing authority would be required.

(iii) In case the licence is produced for more than one state, the agency will be sponsored for its first state of choice only. The agency will be sponsored for second/third choice state only if there is no 'first choice' agency of the state empanelled/eligible waiting for its turn.

12. In case all Agencies in a particular State have been allotted their quota of security guards and / or due to non-availability of agencies, then the Security Agencies that have given second or third choice as the State under consideration, may be sponsored subject to sponsorship norms as mentioned above. Such agencies will not forfeit its seniority in the original state it was registered for.