

No. 28(75)/2020-D(Res-1)
Government of India
Ministry of Defence
(Department of Ex-servicemen Welfare)

New Delhi, dated 23 June 2021

CORRIGENDUM

SUBJECT : GUIDELINES FOR OPERATION/ FUNCTIONING OF DGR EMPANELLED EX-SERVICEMEN (ESM) SECURITY SERVICES

Reference is made to Department of Ex-servicemen Welfare Guidelines issued vide No. 28(75)/2020-D(Res-I) dated 13.05.2021.

2. Consequent upon issue of Notification on Minimum Wages by Ministry of Labour and Employment vide Order No. 1/16(6)/2021-LS-II dated 23.04.2021 and certain issues raised regarding implementation of the aforesaid Guidelines, a need has arisen to issue certain amendments. Accordingly, the following paras of aforesaid Guidelines for operation/functioning of DGR empanelled Ex-servicemen(ESM) Security Services issued on 13.5.2021 may be considered amended as follows from the date of issue of aforesaid Guidelines:

(i) **Para 8(a)(iii)**

FOR

“Number of Security Guards”. Allotment of number of Security Guards to a Proprietor/ESM Corporation is subject to number of empanelled agencies & requisitions from Principal Employers in a State and shall be regulated by DGR. In case of specific requirement of, "Female Guards" it shall be mentioned in the "Requisition Form". These female guards will be over and above 10% of Non-ESM in the DGR sponsored contract.”

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“Number of Security Guards. Allotment of number of Security Guards to a Proprietor/ESM Corporation is subject to number of empanelled agencies & requisitions from Principal Employers in a State and shall be regulated by DGR under internal mechanism which will be placed on its web site. In case of specific requirement of female Guards, it shall be mentioned in the "Requisition Form". These female guards will be over and above 10% of Non-ESM in the DGR sponsored contract.”

(ii) **Para 8(a) (vi)**

FOR

“Security Supervisors: Security Supervisors will be deployed compulsorily as per scales given in State PSARA Rules (i.e not below one Supervisor each for every 20 Security Guards)”

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"Security Supervisors": Security Supervisors will be deployed compulsorily as per scales given in Central/State PSARA Rules"

(iii) Para 8(b)(ii)**FOR**

"Strength Return". All Proprietors will forward Half Yearly Strength return and Nominal Roll of all the Supervisors/ Guards duly countersigned by authorised representative of Principal Employer as on 01 January and 01 July as per Format attached at Appendix 'E'. These Half yearly strength returns should reach the concerned office within 15 days of the due date and within 30 days of the new contract being signed. This Strength Return will also include the nominal Roll of ESM and Civilian guards employed as 1/6th relief."

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"Strength Return". All Proprietors/State ESM Corporations will forward Half Yearly Strength return and Nominal Roll of all the Supervisors/ Guards duly countersigned by authorised representative of Principal Employer as on 01 January and 01 July as per Format attached at Appendix 'E' and Appendix 'H' respectively. These Half yearly strength returns should reach the concerned office within 15 days of the due date and within 30 days of the new contract being signed. This Strength Return will also include the nominal Roll of ESM and Civilian guards employed as 1/6th relief."

(iv) Para 9**FOR**

"Requisitions by Principal Employer". The CPSUs/Principal Employers will seek fresh sponsorship from DGR minimum three (03) months in advance from the intended date of deployment of manpower for security, including the exact number of Female Guards (if) required. With regard to Sponsorship letter, under no condition, additional/ Female Guards will be employed by the Principal Employee, if not requisitioned to DGR/ DRZ. The format for requisition of "Manpower for Security" is given at Appendix 'F'."

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"Requisitions by Principal Employer". The CPSUs/Principal Employers will seek fresh sponsorship from DGR minimum three (03) months in advance from the intended date of deployment of manpower for security, including the exact number of Female Guards (if) required. With regard to Sponsorship letter, under no condition, additional/ Female Guards will be employed by the Principal Employer, if not requisitioned to DGR/ DRZ. The format for requisition of "Manpower for Security" is given at Appendix 'F'."

(v) Para 10

FOR

“Sponsorships and Duration of Contracts”. To ensure that Principal Employers get efficient and effective security agencies, DGR will sponsor more than one Security Agency for contractual process on the GeM Platform/ Portal. Sponsorships will be done in “cyclic order” by DGR through duly constituted Board of officers (BOO) in accordance with the guidelines. The sponsorships will be done in the name of DGR Empanelled Security Agency/ Proprietors only. The Sponsorship letter will clearly mention the GeM Vendor Codes of all Security Agency sponsored.

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“Sponsorships and Duration of Contracts” To ensure that Principal Employers get efficient and effective security agencies, DGR will sponsor at least three Security Agencies for contractual process on the GeM Platform/ Portal. The sponsorships will be done in the name of DGR Empanelled Security Agency/ Proprietors only. The Sponsorship letter will clearly mention the GeM Vendor Codes of all Security Agency sponsored.

(vi) Para11(c)

FOR

“The rates of wages, allowances, statutory deductions and service charges will also be updated regularly on GeM Portal in accordance with the DGR wage notification (also available on its site www.dgrindia.com) as revised from time to time.”

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“Deleted”

(vii) Para 12

FOR

“Brief Procedure: Consequent to migration to GeM Portal, under mentioned procedure of sponsorship/ award of guards will be followed (*detailed instructions will also be issued subsequently*).”

(a) Stage I. Requisition clearly specifying number of guards required and duration is made to DGR only by Principal Employer/ Requisitioning Agencies.

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“Brief Procedure Consequent to migration to GeM Portal, under mentioned procedure of sponsorship/ award of guards will be followed.”

(a) Stage I. Requisition clearly specifying number of guards required and **duration** is made to GeM/ DGR by Principal Employer/ Requisitioning Agencies.

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(viii) Para 13g(i)**FOR**

“The ESM Security Agency will be paid service charges as approved in the Competitive bidding on GeM Platform @ a maximum upto 10% of the total bill (*including Additional Charges if Applicable*) by the Principal Employer. This will be reviewed periodically by DGR and issued through its Wage Notification”.

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“The ESM Security Agency will be paid service charges as approved in the Competitive bidding on GeM Platform @ a maximum upto 10% of the total bill (*including Additional Charges if applicable*) by the Principal Employer. This may be reviewed from time to time by MoD.”

(ix) Para 13g(ii)**FOR**

“Service charge of all on-going security agency contracts through DGR (*i.e those contracted or under negotiation before migration to GeM Portal*) will be @10% (fixed) w.e.f the date of issue of the ibid OM/DGR wage notification(Feb 2021).”

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“Service charge of all security agency contracts through DGR signed before the date of issue of these Guidelines will be governed by this Department’s OM No. 28(3)/2012/D(Res.I) dated 09.07.2012 and amendment order issued vide OM No. 28(3)/2012/D(Res-I) dated 16.01.2013. “

(x) Para 14**FOR**

“**Payment of Wages:** Principal employer will pay wages due to the Security Agency by 1st of every month. Payment to security guards/ supervisors will be done only by ECS in his/her pension account with the bank/Cheque by the Security Agency by 7th of each month as per Payment of Wages Act, Govt of India. In case the Security Agency is not able to pay salary by ECS in his/her Pension account with the bank/Cheque due to compelling reasons, DGR will be intimated and the waiver will be sought accordingly. Failure to comply with this, will lead to actions under Para 17(b).”

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“Principal employer will pay wages due to the Security Agency by 1st of every month. Payment including all allowances to all security guards/supervisors will be done only by ECS/other modes of electronic fund transfer like NEFT, RTGS, IMPS etc. Payment to ‘ESM’ security guards/supervisors will be done in his/her pension account with the bank by the

Security Agency by 7th of each month as per Payment of Wages Act,. Payment to 'Non-ESM' security guards/ supervisors will be in his/her bank account through ECS like NEFT, RTGS, IMPS etc. Failure to comply with this, will lead to actions under Para 17(b)."

3. The amended Annexures/ Appendices are also accordingly attached herewith.
4. This issues with the concurrence of Defence(Finance/Pension) vide MoD ID No.34(01)/2021/Fin/Pen dated 17.6.2021.



(SUSHIL KUMAR)
Director

To

- Director General Resettlement, R.K. Puram, New Delhi.(wide publicity may please be given to these guidelines by uploading it on website)
- Secretary, Kendriya Sainik Board, R.K. Puram, New Delhi.(wide publicity may please be given to these guidelines by uploading it on website)
- Secretary, ECHS
- All Service HQs

Copy to:

- Chief Vigilance Commissioner
- Secretary to the Government of India, Department of Public Enterprises
- Adviser (Defence), GeM.

Copy for information to:

- PPS to Secretary(ESW)/PPS to Joint Secretary(ESW)
- Technical Director, NIC Sena Bhawan for display in the 'Circulars' Section of MoD website.