



Bond		Indian-Non Judicial Stamp Haryana Government		Date : 30/05/2022
Certificate No.	G0302022E2577			Stamp Duty Paid ₹ 101
GRN No.	90940981			Penalty ₹ 0
Deponent				
Name	Tusker Security Pvt Ltd		Landmark	New palam vihar
H.No/Floor	A84	Sector/Ward	110	
City/Village	Gurgaon	District	Gurgaon	
Phone	87*****169		State	Haryana
				
Purpose : All to be submitted at Concern office				

The authenticity of this document can be verified by scanning this QRCode Through smart phone or on the website <https://registry.nid.in>

CONTRACT AGREEMENT FOR PROVIDING SECURITY SERVICES IN

KV-II, SECTOR-82, NOIDA

THIS AGREEMENT IS MADE AT NOIDA ON THIS DAY OF 01st June 2022.

BETWEEN

“Kendriya Vihar-II Apartment Owners’ Association”, Sector-82, Noida, Gautam Budh Nagar, Uttar Pradesh - 201304, (hereinafter referred to as the “First Party”, which term or expression shall unless excluded by a repugnant to the context mean and include their heirs, executors, administrators, legal representatives and assigns) of the first part.

AND

The M/s Tusker Security Pvt. Ltd., having its Head Office at “Tusker House” A-84 Phase - 2, New Palam Vihar, Sector 110, Gurugram. (hereinafter referred to as the “Second Party”, which term or expression shall unless excluded by a repugnant to the context mean and include their heirs, executors, administrators, legal representatives and assigns) of the one part.

Whereas the Second Party is engaged primarily in the business of providing security services. The First Party with a view to safeguard its properties and provide security to its

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residents is in requirement of services provided by the Second Party as more particularly described in Annexure-I, II & III w.e.f. 01st June, 2022.

And whereas the First Party and the Second Party agree that the following Parts II to VII inclusive, form part of this Agreement and are bound by them.

And whereas the Second Party without any force, coercion or any undue influence have agreed to provide security services to the Second Party on the terms and conditions as stated herein under.

NOW THIS AGREEMENT WITNESSETH and it is hereby agreed by and between the parties as follows: -

PART - II - OBLIGATIONS OF THE SECOND PARTY

a. The Second Party shall arrange to provide experienced and trained personnel with uniform and Photo ID, at Kendriya Vihar- II, Sector- 82 Noida and shall use its best endeavors to operate the services as per the Standard Operating Procedure (SOP). The Second Party shall provide security services at the rates agreed and described in Annexure-I. The physical, educational and other conditions of the guards and other staff shall be as per the Annexure-II of the Agreement. Any addition/deletion in the list of places/ offices/ site as well as manpower will be done by exchange of letters with mutual consent of the parties hereto.

b. The ~~Second~~ ^{First Agency} Party shall also provide all the required stationery items for daily attendance of guards and related activities. It will also be the sole responsibility of the ~~Second~~ ^{Second} Party to provide all items such as Uniform, ID Cards, Boots, Whistles, Torches, Batons, Umbrellas, Jackets, Rain Coat etc. required by security guards deployed for security/patrolling duties in the campus of KV-II, Noida.

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It shall be the responsibility and liability of the Second Party to distribute pay/ monthly salaries / wages in time (by the 10th of every month) including PF/ESI to the security personnel and a documentary proof shall be submitted to the First Party. It shall also be the responsibility and liability of the Second Party to comply with all legal requirements. In the event of any security personnel or any other person on his behalf or any Government Statutory Body or any other agency raises any demand or claim in regard to discharge to their duties, distribution of salaries or any other dispute; the same will be settled by the Second Party. The First Party will be in no case liable or responsible for settling such issues.

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PART - II - OBLIGATIONS OF THE SECOND PARTY

- a. The Second Party shall arrange to provide experienced and trained personnel with uniform and Photo ID, at Kendriya Vihar- II, Sector- 82 Noida and shall use its best endeavors to operate the services as per the Standard Operating Procedure (SOP). The Second Party shall provide security services at the rates agreed and described in Annexure-I. The physical, educational and other conditions of the guards and other staff shall be as per the Annexure-II of the Agreement. Any addition/deletion in the list of places/ offices/ site as well as manpower will be done by exchange of letters with mutual consent of the parties hereto.
- b. The First Party shall also provide all the required stationery items for daily attendance of guards and related activities. It will also be the sole responsibility of the Second Party to provide all items such as Uniform, ID Cards, Boots, Whistles, Torches, Batons, Umbrellas, Jackets, Rain Coats etc. required by security guards deployed for security/patrolling duties in the campus of KV-II, Noida.
- c. It shall be the responsibility and liability of the Second Party to distribute pay/ monthly salaries / wages in time (by the 10th of every month) including PF/ESI to the security personnel and a documentary proof shall be submitted to the First Party. It shall also be the responsibility and liability of the Second Party to comply with all legal requirements. In the event of any security personnel or any other person on his behalf or any Government Statutory Body or any other agency raises any demand or claim in regard to discharge to their duties, distribution of salaries or any other dispute, the same will be settled by the Second Party. The First Party will be in no case liable or responsible for settling such issues.
- d. The Second Party shall submit a monthly report containing the details of EPF & ESI contributions deducted and credited into individual's account as well as EPF/ESI number allotted in the name of the individual by the appropriate/concerned department as a proof for release of their monthly payment. If it is noticed at any stage that EPF & ESI of any individual has not been credited properly, the First Party will not take any responsibility for this lapse. The Second Party will bear all the consequences, whatsoever of the same.
- e. TDS will be deducted as applicable.
- f. The Second Party shall ensure that all statutory provisions as laid down and in force from time to time under various Labour Laws/Acts /Rules/Regulations like Minimum Wages Act, Employees State Insurance Scheme, Employees Provident Funds Act, Contract Labour Act, Child Labour Prevention Act, Laws on Prevention on Sexual Harassment at Workplace etc. are fully complied and adhered to at its own cost and no infringement on this account is caused directly or indirectly. The First Party shall bear no liability towards violation of any statutory provisions under Labour Laws and/or any other laws applicable.
- g. The Second Party further agrees to indemnify First Party against all such losses, damages or actions that may be suffered or brought against and/or by the First Party in respect of the security personnel deployed by the Second Party under this Agreement.



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- g. The Second Party further agrees to indemnify First Party against all such losses, damages or actions that may be suffered or brought against and/or by the First Party in respect of the security personnel deployed by the Second Party under this Agreement.
- h. Adequate supervision will be provided to ensure proper discharge of duties by the security personnel in accordance with the assigned Instructions/duties agreed upon between the two parties as per Annexure-III.
- i. All necessary reports and other related information shall be supplied / shared on the mutually agreed basis and regular/periodical meetings will be held with the first party with an aim to improve the security services.
- j. The Second Party and its staff will apply proper and reasonable precautions to preserve from loss, destruction and waste or unknowingly misuse of the areas of responsibilities given by the First Party and shall not knowingly lend/let out to any person or company any of the effects or assets of the First Party under its control.
- k. The security staff shall neither accept any gratification or reward in any shape or form from any interested person nor extend facilities which are not approved by the First Party.

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- l. Under the terms of employment agreement with the First Party, the security staff shall not do any professional or other work for reward or otherwise either directly or indirectly except for and on behalf of the First Party.
- m. The Second Party shall do and perform all such security services, acts, matters and things connected with the administration, supervision and conduct of the security matters as per the directions enumerated herein and in accordance with such directions, which the Second Party from time-to-time issue and which have been mutually agreed upon between the two parties.
- n. The First Party shall have the right within reason, to have any person removed who is considered to be undesirable or otherwise at one week's notice and similarly second Party reserves the right to change the guard with prior intimation to the First Party, emergency exempted.
- o. In case of theft/loss of valuable items such as car, motor cycle, etc. the decision shall be taken based on the FIR lodged, joint enquiry and mutual meetings of BOM and the Security. Penalty for such loss shall be determined on the basis of the enquiry report.
- p. In case of deliberate negligence and slackness on the part of the security personnel when established, after proper and thorough probe, the First Party will be empowered to penalize at its own discretion a fine up to 10% of the total yearly Contract Value. This will be imposed after giving fair chance for improvement.
- q. Second Party will be responsible for security of all items in common areas. These items include the fire equipment, electrical connections, plumbing equipment, lifts, CCTV Cameras etc.
- r. The Second Party shall be responsible to look after all property and equipment of the First Party entrusted for its own use under its control (reasonable wear and tear accepted).
- s. The Second Party shall be held responsible for the absenteeism of security personnel without prior notice. In case of any security person is so found absent, that day's salary will be deducted. In case, more than 15% (i.e., 6 persons) of the security personnel (in each shift), are found absent, an additional amount equivalent to one day's salary for each absent will be deducted (apart from non-payment of salary for the said guard(s)) from the monthly payment of the Security Agency as penalty. The Second Party shall maintain a Daily Attendance Register to be verified by the First Party on daily basis.

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- t. The Second Party, in the event of any anti- social /criminal activity inside the Complex will be responsible for lodging the complaint / FIR with the local police / administrative agencies with the consent of the First Party and Second Party will pursue the matter till its final decision.
- u. The Second Party will ensure and depute other senior officers of the organization to visit the complex at least on a weekly basis in order to check performance of their personnel, hearing their personal grievances and to effect better command and control. The First Party shall also be kept informed the action taken thereon.
- v. The Second Party shall be bound to increase/decrease the number of security personnel depending upon the requirement of the First Party within reasonable time frame. Such decrease/increase will be governed by the rates of pay as already agreed upon as per the said Agreement.
- w. If any security personnel are found to be sleeping, gossiping and engaged in activity other than his prescribed and assigned security duties during working hours, the First Party shall be at its liberty to deduct one day's or half day's salary of that staff from the bill of Second Party.
- x. The Second Party shall ensure that no security personnel either individually or in group will indulge in any union activities or protests/dharna within and in the vicinity of the KV-II complex. It will be the responsibility of the Second Party to address and settle any grievance raised against it by the security personnel immediately. Both the parties will be bound to maintain peace and harmony in the campus and work towards it earnestly.
- y. The Second Party shall furnish a Performance/ Security Deposit of Rs. 1,50,000/- (Rupees One Lakh Fifty Thousand only). This amount shall be refunded to the Second Party on satisfactory completion of contracted service or as and when the contract is terminated after settling any loss/damage of KV-II property. No interest shall be paid by the First Party on the Performance/Security deposit for the above said period.
- z. It will be obligatory on the part of the Second Party to maintain the contract for a minimum period of one year at the quoted rates. Any termination of the contract on the part of the Second Party shall make him liable to forfeiture of Performance/ Security Deposit.

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aa. All liabilities arising out of accident or casualty while on duty shall be borne by the Second Party

PART – III OBLIGATIONS OF THE FIRST PARTY

- a. To pay for the services stipulated in agreement at the mutually agreed rates and time as per Annexure-I.
- b. The security stipulated in the Agreement is for the exclusive use of First Party and cannot be subcontracted or used by a Third Party without prior consent of the Second Party.
- c. The security personnel employed on this agreement shall carry out functions stipulated in this contract. Any change or alteration must have prior consent of the Second Party.
- d. The First Party will release the payments of monthly bills by 7th of each month or within 7 days from the date of submission of the bill by the Second Party. However, this shall not apply to disputed items of the bill.
- e. Wherever any over payment comes to the notice of the First Party, the same shall be deducted by the First Party from any sum due or which at any time thereafter may become due to the Second Party under this agreement/contract and failing that under from the performance/ security deposit of the Second Party.

PART – IV CONFIDENTIALITY

The Second Party shall endeavor that its staff shall not at any time, without the consent of the First Party in writing, divulge or make known any such information about infrastructure and the residents which may prove detrimental to the security of the complex.

PART – V DURATION & TERMINATIONS

- a) This Agreement shall be valid for a period of 12 months i.e., from 1st June, 2022 to 31st May, 2023. However, the work of the Second Party shall be watched for the first two months and its continuance for the remaining 10 months of the period of contract shall be subject to the condition that the work performance of the Second Party during the initial period of two (2) months is found satisfactory and up to the mark. The decision of the First Party in this regard shall be final.

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- b) The Agreement shall stand terminated after completion of the contract period, unless otherwise it is renewed or extended on the same terms and conditions with mutual consent. On renewal/extension of contract, the rates of wages will be in conformity with the latest minimum wages notified by the Labour Department, of the State Govt.
- c) Either party shall be at liberty to terminate this agreement by giving THIRTY (30) Days' notice in writing to the other Party during contract period.

PART – VI FORCE MAJEURE

The obligations of the First Party and the Second Party shall be suspended when either party is subjected to Force Majeure which can be termed as civil

Disturbance, riots, strikes, storm, tempest, acts of God beyond the control of man, etc.

PART – VII SETTLEMENT OF DISPUTES

- a) Any situation which may arise and which is not specifically mentioned in this agreement may first be sorted out by mutual sittings of both the parties.
- b) That the disputes between the parties to this agreement arising out of or touching up to this agreement shall be referred for arbitration. In this case, the President, BOM AOA KV-II will be the Sole Arbitrator and venue of proceedings will be KV-II, Sector-82, NOIDA. The arbitration proceedings shall be as per the provision of the Indian Arbitration Act and whose decision shall be final and binding on both the parties. Further jurisdiction of legal proceeding if arose, will be in District Court, Gautam Budh Nagar (UP).
- c) The Second Party and the First party acknowledge that this agreement and these conditions contains the whole agreement amongst the parties and they have not relied upon any oral or written representation made to it by the Second party to its employees or agents.

In Witness whereof the parties hereinto have set and subscribed their hands the day, month and year herein before mentioned and bind themselves, their heirs, successors, administrators and assigns.

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In witness whereof the parties hereto have put on their signature in token of their acceptance of the agreement aforesaid.

SIGNED AND DELIVERED FOR AND ON BEHALF OF AOA, KV-II FIRSTPARTY

Nagendra

(Authorized Signatory /Signature of First Party)

**PRESIDENT
KV II AOA
SEC-82, NOIDA**

Witness: 1 _____ 2 _____

SIGNED AND DELIVERED FOR AND ON BEHALF OF TUSKER SECURITY PVT. LTD. SECONDPARTY



(Authorized Signatory /Signature of Second Party)

Witness: 1 _____ 2 _____

ANNEXURE - I

M/s Tusker Security Pvt. Ltd., having its Head Office at "Tusker House" A-84 Phase -2, New Palam Vihar, Sector 110, Gurugram shall provide security personnel to AOA, Kendriya Vihar-II, Sector-82 Noida as per the following rates: -

Sl. No.	Category	Nos.	Non-DGR Rate (12 hrs. 30 days) in Rs.	Total in Rs.
1	Security Officer	02	26,773.00	53,546.00
2	Security Supervisor	02	19,822.00	39,644.00
3	Security Guards	32	16,469.00	5,27,008.00
4.	TOTAL	36		6,20,198.00
5.	GST 18%			1,11,636.00
6.	Grand Total			7,31,834.00

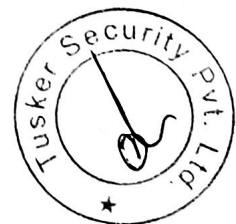
Deployment Site at Kendriya Vihar-II, Sector-82, Noida. TERMS &

CONDITIONS:

1. The deployment of security personnel shall be on 12-hours shift duty basis.
2. The position of deployment shall be fixed on mutual consent basis.
3. Numbers of security personnel fixed by the First Party shall be increased or decreased, which will be complied with by Second Party.
4. The payment shall be made as per actual attendance of Security Personnel after taking into account the penalty, if any.
5. The monthly bill shall be submitted by the First Party to the management of the Second Party on the first day of the following month, which shall be paid by the Second Party latest by 7th of that month by cheque in favor of M/s Tusker Security Pvt. Ltd. after due verification of attendance of Security Personnel deployed and also deducting the TDS as applicable.
6. No revision in the contract value shall be made during the contract period except revision in Goods and Service Tax which shall be payable as per actual and applicable from time to time.
7. Guard will not be allowed beyond 12 hours duty under any circumstances. If this is not adhered to, the same would be treated as absence from duty.

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ANNEXURE – II

The minimum physical, educational and other standard of the security personnel to be deployed in Kendriya Vihar -II, Sector- 82, Noida shall be as under. A lenient view may be taken considering the experience and physical fitness and mental agility.

- a) Educational Qualification : 10th Pass (High School)
- b) Height : 5'6" and above
- c) Maximum Age (depending on mental agility) : 25-40 years upon physical fitness & mental agility)
- d) Experience : The Second Party shall provide 80% guards having worked with Security Services.
- e) Training : Second Party shall provide rigorous training of 15 days to the security personnel on the lines of residential security.
The Second Party shall provide the at least 50% guards which are familiar to security mobile applications.
- f) Uniform Provision : Second Party shall provide proper as per weather conditions i.e., of rain coats, umbrellas & Jackets during rainy season & winter season respectively including stick, cap & whistle.
Stationery and furniture for Security guards to be provided by the First Party.
- g) Identity Card : Second Party shall provide proper identity cards including details of name, ESIC, PF etc., to all security personnel.
- h) It is the responsibility of the Second Party to make arrangements of Police Verification of all Security Personnel before deploying them for duty at Kendriya Vihar – II and copy of verification in each case to be provided to the First Party. If verification is not yet completed by the police, a certificate to this effect along with a copy of letter of verification forwarded to the Police must be provided to the First Party along with two Photographs of each security person. In the meanwhile, verification of each security person may be got done from a bona fide person of village/town/city at the First Party level and handed over to the First Party.

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- i) The Security Personnel deputed shall be tall, smart and alert. It shall also be ensured that none of them indulge in consuming intoxicant material during duty hours. Any person found intoxicated while discharging his duties shall be removed from his post/duties permanently.
- j) The Second Party shall ensure that all Security Personnel including Security Officer, Supervisors and Guards deployed in the KV-II Complex have mobiles phones in their possession. The Second Party shall also intimate the mobile numbers of all security personnel to the Office of First Party.
- k) The Second Party shall provide four (4) bicycles for quick mobility, six (6) Walkie-talkies for faster communication of Guards deployed at Pockets and Blocks of KV-II Complex and shall be stationed in the Complex.
- l) The Second Party shall make the KV-II Complex free from Stray animals.

ANNEXURE – III

CHARTER OF DUTIES FOR THE SECURITY PERSONNEL

The Second Party shall use its best endeavors to operate the services as per the Standard Operating Procedure (SOP) agreed to between them and the First Party. All security personnel deputed to perform security duties at Kendriya Vihar-II, Sector-82, Noida shall be assigned specific duty and given responsibility of specific area for which he or she shall be solely responsible to look after as per the duty assigned to him/her. Any security personnel are found slack/lethargic/drunk or absent from his area of responsibility shall be seriously viewed and appropriate action shall be initiated against him. All security personnel while on duty shall be subjected to checks and surprise checks by the designated staff of the Security Agency (Second Party) and the First Party. It will be ensured by the Second Party that all the security personnel are in possession of their duty-cards and name plates, must have understood the area of their responsibility. The duties enumerated below have been prepared keeping in view the present conditions and are subject to change from time to time as the situation warrants. The specific duties are as under:

- 1) All guards shall be solely responsible to be physically present in their own area of responsibility and shall have knowledge about all infrastructure/vulnerable and sensitive points like electric sub – stations/ fire points/ pump houses/ hoardings/notice boards/lifts and shall ensure that these are intact and no damages/loss occur to such properties/ installations.
- 2) All guards after taking briefings from the supervisor/previous guards on duty shall physically visit all blocks/buildings and open areas in their respective area of responsibility to ensure that everything is intact.
- 3) The guards shall check each and every building right upto the lifts/top floors/ roofs/terraces/unoccupied houses/firefighting hydrant cabinets, CCTV Cameras

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- and general conditions of the buildings including the lift areas and if anything is found abnormal, damaged or missing will report the same to the supervisor.
- 4) The guard shall check and ensure all four/two wheelers are properly parked in his area of responsibility and are duly locked. In case any of above is/ are not found locked along with its glasses and cover of the petrol tank are found opened, he will report to the owner immediately. If house number is not mentioned on the sticker, he will report the matter to the supervisor immediately and also make a note in his note book and will take extra care and watch of that particular vehicle.
 - 5) The guard shall also ensure that all vehicles are parked in the specific parking areas allotted to them and not on the roads or entrance /corridors at Gates/Blocks. He will also ensure that no heavy vehicles such as trucks/ busses / tractors are parked inside the Complex.
 - 6) The guard shall check that no commercial services like training or learning driving of different kinds of vehicles is carried out inside the Complex. The guards deputed at Main Gates will ensure that no such commercial vehicles are allowed inside the complex.
 - 7) The CCTV Operator will closely monitor the live CCTV Footage under the supervision of Security Supervisor of AOA KV-II and take corrective actions as required. Non-functioning of any cc camera should be immediately brought to the notice of BOM. The Security Officer should be in touch with Security Supervisor of AOA KV-II.
 - 8) The guard shall ensure that terrace doors are closed by 10:00 pm positively. All lights at common areas are switched on / off as per the timings given by BOM.
 - 9) The guard shall also ensure that no resident is throwing garbage in the open areas and pasting of stick bills anywhere in the area of responsibility except at the specified places.
 - 10) The guard shall ensure that no fire work is carried by children or bonfire is made for warming by anyone in the near vicinity of parking areas, electric generators and any inflammable material.
 - 11) The guard shall ensure that visitors found inside the Complex with doubtful identity are enquired about their antecedents. He shall also ensure that no anti-social elements/drunard and insane are allowed to loiter freely in the complex. Such matters, if found, should be reported to the supervisor for taking further necessary action.
 - 12) No guard should engage himself in doing personal work of any resident other than on humanitarian grounds. They will also not exchange any information about the complex and its residents with any outsider such as property dealers or service providers.
 - 13) The guards at the gates and inside the complex will ensure that all maids and service providers are in possession of authorized entry passes and in no case

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- any laxity shall be shown in allowing unauthorized persons.
- 14) The guards shall ensure that all vehicles with authorized stickers and passes are only allowed to enter/ exit the complex. However, non-sticker vehicles may be allowed after getting the approval through My gate App, from the Resident of the Flat. Any visitor shall not be allowed to enter without the approval of the KV-II Resident and in such a case the matter will be brought to the notice of the BOM for taking necessary action. For present, entry/exit of non-sticker vehicles will be through main Gate 1 only.
 - 15) No guard shall deviate from his assigned duties until otherwise ordered by his own supervisor. Any suggestion/ recommendation in variation of the assigned duties shall be done by the designated staff of BOM through the supervisors.
 - 16) No vendor / commercial service providers shall be allowed to sit / settle and raise any temporary construction close to the boundary wall in the near vicinity of the gates of the Complex. The guards shall check any unauthorized construction inside the complex and should report such matter to the supervisor/Security-in -Charge of BOM.
 - 17) If any vehicle is found parked unattended for a long time in the complex, the matter shall be reported to the supervisor immediately for taking further necessary action.
 - 18) The guards shall make efforts to drive out stray animals or cattle found in the Complex and will ensure they do not re-enter the complex. He shall also be responsible for stopping the pet dogs going for natural calls in common areas and roads within the complex.
 - 19) The guards at the gates shall not allow stray animals like cow, buffalos, horses, dogs to enter inside the Complex.
 - 20) To maintain the peace of the colony particularly during night after 10:00 P.M., he shall report all such matters/incidents to the supervisor where residents are creating disturbances and nuisance by indulging in drinking in open area or by playing loud music or loud speakers or arranging unauthorized private functions in common areas.
 - 21) The guards shall also check and dissuade residents particularly children from spoiling plantation and playing games like cricket, football, hockey in the parks and common areas.
 - 22) The guards shall ensure that the residents of the complex do not pluck flowers and damage plants.
 - 23) The guards at the Main Gates shall ensure that no eunuch (Hijras) is allowed to enter in to the Complex.
 - 24) The guards shall attend to any such alarm or scream heard from inside the house or anywhere inside the Complex and provide necessary help and simultaneously report the matter to the supervisor for taking further necessary action in the matter.

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- 25) The guards should have complete knowledge about the layout of the buildings, vulnerable points and House Numbers of each house falling under the area of their responsibility for easy identification for helping the visitors in locating the correct address.
- 26) The guards at the Main Gates shall not allow any vehicles to come and go out with loaded house-hold goods and commercial items without proper authority/ permission from the BOM.
- 27) All maids / service providers and stranger visitors shall be subjected to check by the guards/lady guards while entering the main gates and working inside the Complex.
- 28) All entry passes issued by the BOM to the service providers and maids will be displayed by them which shall be subjected to check by the guards/ladyguards while entering the main gates and working inside the Complex.
- 29) All guards shall ensure that the gas delivery boys will not throw the gas cylinders casually to avoid any damage to the roads, corridors and staircases.
- 30) The guards shall ensure that no service provider shall remain within the complex during night after 7.00 PM unless allowed by the BOM.
- 31) The following categories will be exempted from detailed checks.
 - a) Police on duty
 - b) Ambulance / Fire Fighting Vehicle
 - c) Any Corpses
 - d) MP/MLA/Head of Administration Noida.
- 32) The Guards shall ensure that no loudspeakers/ music should have more sound in temples, functions at community centers.
- 33) The Guards on patrol duty will take care of all the water taps, valves, water hydrants etc., installed in the open all over the premises.
- 34) The Guards shall ensure that flower plants, trees and grassy lawns are not damaged either by the staff or by the outsiders or by stray cattle.
- 35) The Security Guards/Supervisors should be trained to extinguish fire with the help of fire extinguishing cylinders and other fire-fighting material available on the spot. They will also help the fire-fighting staff in extinguishing the fire and also render their services in every rescue operation in the complex caused by other natural calamities. The security guards should also be trained in handling lift operations in emergency
- 36) The security supervisor/guards are required to display mature and polite behavior towards every resident, especially towards female staff, ladies, children and elderly people.
- 37) The Security Guard on duty shall not leave the premises/ duty spot until his reliever reports for duty.
- 38) The guards deployed at main gates No: 01, 02 and 03 shall ensure that no advertisement, stall, vendor, are placed/operate in front of gates. In case

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any such activities are noticed, the same shall be removed instantly.

The above duties will be strictly performed in letter and spirit and no laxity will be allowed in this regard. The duties are subject to change, increase/decrease depending upon requirements from time

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