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# The Braj

## Social and Security Service Society

*"Good Society Makes Good Nation"*



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## Company Profiles

- The Braj Social and Security Service Society was established in the year 2011 by 15 ex-servicemen under the chairmanship of **SUBEDAR BHAGWAN SINGH KUNTAL**.
- The institutions work as an NGO.
- The braj Security have it own **Guards Training Center** which is affiliated by DG Home Guard Department Rajasthan, Jaipur.
- The main objective of the organization is to provide employment to youth by training them in **Guard Training Center**.
- The braj Security provides trained security guards in different types of places. We send trained security guards to the clients. We send the guards to the client's site, before only submitting the police verification and character certificate of guards.
- When the quotation of Braj Security is passed by the Client, A map of the side is prepared by inspection team Before providing security service. The owner of the side and the team of security agency has to appoint a join team of security personnel to decides check points, security posts and other angle of the security and in addition such points as may be specified by the side owner, so that there is no mistake in security of the site.
- On the basis of inspection report the number of guards and thair duties are decided. This inspection report is detailed in which all the points related to safety are included.



## Photographs of various registration certificates and license held by us:-





Some of the main services provided by us are as follows:-

- ✓ **Industrial Security.**
- ✓ **Commercial Security.**
- ✓ **Residential Building Security.**
- ✓ **Hospital Security.**
- ✓ **School Security.**
- ✓ **Hotel Security**
- ✓ **Event Security.**
- ✓ **Celebrity security.**
- ✓ **Parking Management**
- ✓ **Home Security.**
- ✓ **Other Security types on client's requirement.**



Detailed description of security is provided by us in the above security points:-

### Industrial Security :-

Our guards who are sent in industrial security, are first sent to our own training center and after teaching them on all basic and important Points of industrial security.

some main functions of the guard in industrial security :-

- **Main-gate controlling, maintain different types of register like visitor register, labor attendance register, vendor register, vehicle register etc.**
- **Security not allowed Labor and employees outside the gate without gate pass.**
- **Security maintains monthly record of all in/out passes.**
- **Security will thoroughly check the vehicle before going weight scale.**
- **If any conspiracy is being hatched on the site by labor or any other (by forming a union against the company), then its confidential information should reach the site owner by security.**
- **Security will check all person and theirs belongings who go in and come out in company premises.**
- **Security monitors the supply of light and water in premises of site and informs the site owner if there is a problem.**
- **Security delivered all daily report to company's office.**





## Commercial Security :-

Commercial organization means that a organization where there is no production of any kind, only product is sold or purchased and also where the work of delivering the products to the customer easily. We send our guards after giving them training about all the important points of Commercial Security. Following are some of the basic points made by the guards in commercial security :-

- Main gate controlling.
- Security checks all purchasing bill of goods.
- To protect the property coming in the premises of site.
- Security treats Customers like a gentlemen and also who came to meet the management.
- Security sending Visitors inside the office according to the appointment. if someone does not have an appointment than security calling the office and sending the visitor inside the office with permission from there.
- Security do other works that may be specified in the inspection report.

## Residential Building Security :-

- Each residential site complex has a few towers. In which people have their own flat which is called residence.
- Some of the basic duties of a guard in residence security are as follows.
- Security will keep information how many floors in the tower?, total number of flats in the tower, Who lives in residence?, who lives in a flats?, whether on rent or own flat?, How many flats are vacant?, From which type of work is going on in the flat like AC work, Electrical Work, Flat Renovation work, Plumving Work etc.
- Security will keep information about people who are hired by residency like sweeping staff, Maid, Gardener, Driver, Nurse, Milkman, Newspaper Seller etc.
- Security will keep information about the people who ensured by the residence for 2 hours like-maid, driver, cook, bodyguard etc. Security will keep complete information about them, when for what work and with whose permission they are going outside the building. Security will make its entry in the register properly.
- 24-hour employee has to be allowed to go out of the premises only when he has permission to go out of the premises, other wise Security will not allow to go.
- Security will keep in mind that if any work is going on in the building, when and at what time it has to be started and closed.
- Security will deliver Diffrent Types of bills, Diffrent types of Latter & any others Material wi h has come from Courier or by post for residence.
- Some residences also have reserved parking. So the guard of the parking area has to take care that no one else's car is parked in his parking lot.
- A Very important duty of the guard in the residential building that there are certain points in the society where any residential dish, an outdoor etc. not allow to install.



## Hospital Security :-



- **Main gate controlling :-** The guard at the main gate has to keep in mind that the vehicle should pass inside through in gate and should pass through out by outside gate, for proper parking of vehicles, So that the parking of vehicles and be done properly and the situation of barrier is not created. The guard of main gate maintains the vehicle register.
- **Parking :-** The guard of the parking area parks the patient's vehicle properly, If the staff Parking is separate, then the patient's Vehicle should not be allowed to stand in the staff parking. Where the ambulance comes and goes, no parking or obstruction of any kind should be allowed on the road.
- **Location and Information :-** The guards of the hospital premises know that the equipment like wheelchairs, stretchers, etc. where are kept on the floor.
- **Security will have all phone numbers of ward boys of other medical staff who are providing services in the hospital and call them in case of emergency.**
- **Security knows that how many and where is emergency entry and exit points in the hospital premises.**
- **Security knows where is the fire control room. Security knows all basic about fire and safety because in the absence of fireman, Security can help in fire control. to call the police than security call the nearest police station.**
- **Security will help old and disabled patients as possible as.**
- **Protection of hospital :- Security protects all the staff, patients, doctors, thier property and their vehicles.**
- **Traffic control:-** Properly arranging the vehicles parked on the road outside the hospital so that there is no traffic situation due to the patient's vehicles on the road.
- **Lost and found service :- Security will make a counter for lost and found if someone has lost or found something than he will contact with security.**
- **Protect hospital staff from aggressive visits :- Security protects the hospital staff from such a person who has become hyper in the hospital and is capable of harming anyone. Convince and pacify such a person.**
- **Security conducting rounds in premises and around the hospital randomly and regularly so that suspicious activity happening in the hospital can be detected. If there are multiple floors in the hospital, rounds should be placed on those floors as well as.**
- **Response in emergency :-** In case of emergency, if the staff is less, then security would also play his role as an assistant there. But at the same time, he also take care about his posts and duties should not be obstructed.

## School and college security :-

- **Main gate controlling :-** Security checking the ID Cards of all the students and teachers coming to the school/college.
- **Security will not entered Any guardian or visitor without permission of the principal.**
- **If there is a security guard in the bus, then the duty person should not exceed the speed limit of the bus in the school or college premises.**
- **If the parents of any child come to school to pick up the child and they are taking the child then our guard will not let them go till the permission from the principal. And after getting the permission, he will drop them outside till the gate.**
- **It is the duty of the security guard that he will take care of cleanliness in his area. He will also take care That the water is not spreading somewhere, if it is spreading then he will immediately get the cleaning staff to clean that place.**





- If the work of an electrician, plumber is going on in the educational institution, then he will not be allowed related labor to go inside without ID card. That is, he will not allow any unknown person inside without the permission of the school Management.
- Security will also do the work of patrolling in the premises of educational institution in a fixed time interval. And if any suspicious activity or suspicious object is found during the round, he will inform the management staff immediately.

## CATEGORIES OF SECURITY GUARDING SERVICES

### SECURITY GUARD

- Minimum 5.7" height.
- Minimum 10th pass
- Strong Physical Personality
- Alert & Smart enough to handle any worse situations

### HEAD GUARD

- Experienced in Security industry
- Minimum 12th pass
- Minimum height 5.7 ft
- Ability to read & writes in Hindi/English

### SECURITY SUPERVISOR

- Leading & Controlling attitude
- Minimum Graduate
- Ability to read & writes in Hindi/English
- Well experienced & can handle a team of Guards & Head Guards

### LADY GUARD

- Security personal with minimum 10th pass
- Minimum height 5.2 ft

### PSO

- Good character
- Having high quality training with relevant
- license & physically fit

### BOUNCER

- Good Strong Personality
- Read People
- Make judgment
- Prevent & handle conflicts on the job

### GUN MAN

- With valid license of the Gun Man he carries
- Well trained personnel
- Have the sharpness & Alertness with them



## THE MANAGEMENT & OPERATION OF GUARDS SERVICES

Our management and operational concepts are in line with our work philosophy to ensure that our clients are provided with the most excellent and quality services they look for. We strictly ensure that our recruitment of staff will only be those who have the pre-requisite with no criminal records through police vetting process.

- We provide all kinds of services required by individuals and maintaining security of their work places and residences.
- Our security personals are smartly dressed, qualified, loyal and honest and free from unionism.
- We give them proper theoretical and practical training prior to hosting them to units.
- We make it certain that local personal don't get posted to units in their area.
- Our security staff is well trained to handle normally all type of fire fighting equipment's.
- The security staffs further are given basic knowledge of first-aid.
- We get their character and antecedents verified through the local police.
- We also operate round the clock control room.
- Our security staffs provided with proper uniform, belts and Caps with Company Logo.



## OUR DUTIES

- Security
- Checking of vehicles and goods coming and going out
- Control of the time Office
- Search of workers
- To control the entrance and the exit
- Security of assets
- Plant Security
- Reception of Visitors
- Security to the Visitors
- Security of Keys
- Fire fighting and vigilance.
- Preventive measures against theft pilferage, sabotage etc.
- Investigation of their cases
- Protect personal equipment and material within area
- Operation of lifts and fire fighting equipments
- Security of assets
- Control and check misuse of water and electricity
- Reception of Visitors
- Any other special instructions of the client.

## SECURITY GUARD DUTIES.

- Permit entry / exit of authorized personnel and stores.
- To Manning of Gates
- Patrolling of premises.
- To regulate entry of workers
- Frisking of workers of same sex
- Checkign of locks/seals
- Accompany visitors
- To maintain harmonious relations
- To regulate parking
- To reports anything to ward
- Maintenance of concerned documents
- Vigilance
- Use of gadgets
- Administrative arrangements of posts.

## Security Supervisors Duties.

- To ensure managing of posts by guard and alertness
- To verify the identification of guards and ensure that dresses
- To supervise the work of guards.
- To maintain liaison with designated authorities where is being provided
- To Communicate with the police when if stuation demands.
- To check attendance register
- To Check the fire fighting arrangements
- To allot area of responsibility and brief guards daily

## Security Officer Duties

- To ensure proper functioning of security supervisor and guards
- To ensure that all contractual obligation are met.
- To maintain harmonious relations
- To advise clients on security matters
- To see that future security needs of the clients are assessed and me
- To maintain liaison with parties Site surveys if required of situation demands.

we procure securitive points which will be guarded on a 24 hours be as per the tender/directins by the authority concerned. It will be ensured that there is total access control for all these points and no unauthori/ed person/vchicle is allowed to enter or leave without proper verification and clearance.

## Deployment

Security Guards in proper uniforms will be deployed in shift basis. Each point shall have at least one security guard at all times. The security guard shall not leave the post without being relieved properly by another security guard. Each shift shall have a security supervisor (or as per Client's requirement), who will ensure proper deployment/relief and alert performance fo duties at each point. The supervisor will, during his tenure of duty, make rounds of all the points and check the guards and their vigil.



  
Security



# The Braj

Social and Security Service

HONESTY



INTEGRITY

Trust



Hotel Security



Commercial Security



School Security



Personal Security



Industrial Security



Event Security



Residential Security



Parking Management

