

No-24021/26/2021-PM-I

Government of India
Ministry of Home Affairs
Police Modernization Division

Jaisalmer House, 26, Man Singh Road,
New Delhi, dated the 15th June, 2022

To

Controlling Authorities (PSARA) of
all the States/UTs.

**Subject: Advisory for giving preference to retired personnel of
Defense Forces/ Central Armed Police Forces (CAPFs)/ State Police/
Home Guards for employment in Private Security Agencies.**

Madam/Sir,

It is brought to the notice of your office, in connection with the Private Security Agencies (PSA) in the country, which are regulated through grant of mandatory license as per the provisions of the Private Security Agencies (Regulation) Act, 2005, there exists, a provision related to giving preference(in employment provided by PSA) . It is also pertinent to mention that, the sub-section (3) of section 10 of the Act stipulates that "Every private security agency may, while employing a person as a private security guard, give preference to a person who has served as a member in one or more of the following, namely:- (i) Army; (ii) Navy; (iii) Air Force; (iv) any other armed forces of the Union; (v) Police, including armed constabularies of States; and (vi) Home Guards".

2. All the Controlling Authorities are, therefore advised to encourage/sensitize the private security agencies/Cash Transportation Agencies under their jurisdiction to strictly adhere to the above provisions of the Act (both in letter and spirit), by ensuring preference in employment of retired personnel of Defense Forces/ Central Armed Police Forces (CAPFs)/ State Police/ Home Guards for Private Security Services in terms of the following advantages:

- i. Easy availability/verification of their character & antecedents credentials.
- ii. Already holding experience of providing Security Services to institutions .
- iii. Well trained to deal with different kind of contingencies/ hostile situations.
- iv. Will be having the experience of working in Uniformed Services , with emphasis on disciplined work culture.
- v. Trained to adhere to the professional attributes of Sincerity, Punctuality and devotion to the duty.

Yours Sincerely,

Signed by C G Rajini

Kaanthan

(C. G. Rajini Kaanthan)
Date: 15-06-2022 12:50:10

Joint Secretary to the Government of India
Reason: Approved
Tel23383827 :

No.24021/25/2021-PM-I
Government of India
Ministry of Home Affairs
Police Modernization Division

Jaisalmer House, 26, Man Singh Road,
New Delhi, dated the 1st June, 2022

To

Controlling Authorities (PSARA) of
all the States/UTs.

**Subject: Review and update the list of recognized training institutes under the head
“know your training institutes” on website psara.gov.in -reg.**

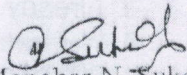
Madam/Sir,

I am directed to say that this Ministry is in receipt of references regarding the list of training institutes available on the website (psara.gov.in) under the head “know your training institutes”. The references have stated that the list contains the institutes which are not in compliance to the National Skill Qualification Framework (NSQF) and this violated the provisions incorporated under Rule 8 of the new Model Rules of 2020.

2. It is pertinent to mention that the Department of Economic Affairs' Notification dated 27.12.2013 prescribed that all trainings should be in compliance with the National Skill Qualification Framework (NSQF) standards. Accordingly, the new 'Private Security Agencies Central Model Rules of 2020' incorporated this provision after detailed deliberations with stakeholders, Controlling Authorities of States/UTs and general public.

3. In view of the above, all the Controlling Authorities are requested to kindly send a report to this division, on review and updation of the list of recognized training institutes under the head “know your training institutes” on website psara.gov.in by June 10th, 2022 positively.

Yours faithfully,


(Manohar N. Sukole)

Under Secretary (PM-I)

Tel :23386126

Controlling Authority, Haryana Private Security Agencies-cum-
Additional Director General of Police Law & Order,
Police Head Quarter, Sector-6, Panchkula.

ORDER

No. 1884 /HPSA dated Panchkula, the 15-07-2022

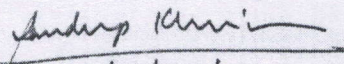
Subject :- Training Centers-imparting in the sector of private security agencies-reg.

The Department of Economic Affairs vide notification dated 27.12.2013 has also notified various National Skill Qualification Framework (NSQF) levels. It shall be mandatory for all training/educational programmes/courses to be NSQF-compliant after 27.12.2018.

The Private Security Agencies (Regulation) Act, 2005 regulates the Private Security Agencies and is mandatory for training of Private Security Guards and Licensee of a Private Security Agency. The Haryana Private Security Agencies Rules, 2022 provided syllabus and duration of the training alongwith the detailed training syllabus/guideline uploaded on Haryana Police Website (www.haryanapolice.gov.in). The Rules have also stipulated about the NSQF compliance of the trainings.

As per above directions of Ministry of Home Affairs (MHA) it is mandatory for all Private Security Training Institute (PSTI) to be NSQF compliant and only those PSTI's which are NSQF compliant are eligible/allowed to run their PSTI in Haryana.

In view of above, below mentioned training institutes/centres are hereby directed to send their compliance report to this office within seven days (07) for further necessary action in this regard.


14/07/2022
(Sandeep Khirwar, IPS)
Controlling Authority, HPSA
-cum-Addl. DGP Law & Order
Haryana, Panchkula

No. /HPSA, dated:

A copy is forwarded to the following for further necessary action:-

1. Olive Green Training Institute, SCO-27, Cabin No. 3, Swastik Vihar, MDC, Sector-5, Panchkula.
2. Arjun Security Services, Shop No. 03-04, Sadhawana Filling Station, Billa, Panchkula.

3. Olive Heritage Foundation" At 60-Olive, Bhawan, HUDA Market (DSC), Sector-23-A, Gurugram.
4. Eagle Pledge, Mustkil # 67, Killa # 11/12, 20/1,10 and Mustkil # 68, Killa # 6 & 15, Village- Alipur, Tehsil- Sohna, Sohna Gurugram Road, **Gurugram**.
5. Skylark School of Business & Technology, at Plot No. 319, Palam Vihar, Extn. Gurugram.
6. Millennium Skill Assessors Private Limited, Sector-23, Carterpuri, **Gurugram**.
7. Uniform Security And Facility Pvt. Ltd. VPO Jhangirpur, (Jhajjar to Badli Main Road), Jhajjar.
8. Bolster Academea, at Rajiv Nagar, Palwal, VPO Tehsil & District Palwal.

/

(Noopur Bishnoi, HPS)
Addl. SP/Law & Order
for Controlling Authority, HPSA
-cum- Addl. DGP Law & Order
Haryana, Panchkula

Non-editable orders / MHA

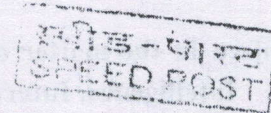
No.24021/17/2021-PM-I
Government of India
Ministry of Home Affairs
Police Modernisation Division

Jaisalmer House, 26, Man Singh Road,
New Delhi, Dated the December, 2021

8th

To

Controlling Authorities under PSAR Act, 2005
in all the States/UTs.



Subject: Private Security Agency Licensing Portal (<https://psara.gov.in>): Name and address of private security agencies in online PSARA licence applications are non-editable- reg.

Madam/Sir,

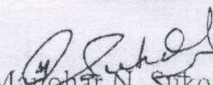
I am directed to say that the Private Security Agencies (Regulation) Act, 2005 is administered by this Ministry. The Controlling Authority appointed under respective States/UTs grant licence to the private security agencies applying online through the Private Security Agency Licensing Portal. In the recent past, this Ministry have noticed a very few instances from selected States where requests of editing the name and address of private security agencies in online licence applications have been received. Private security agencies should be aware enough to abide by the formalities of conducting a business and are requested to be diligent enough to apply for online licensing through portal.

2. It is to inform to all the States/UTs that the following fields in the online licensing application submitted through PSARA portal are non-editable for transparency in the system.

- i. Type of application : New or Renewal
- ii. Name of private security agency
- iii. Address of private security agency
- iv. Agency operational area i.e. one district/two to five districts/entire State.

3. All the Controlling Authorities are requested to decide the online applications of PSARA licence appropriately.

Yours faithfully,


(Manohar N. Sukole)

Under Secretary to the Government of India

Telefax No. 23386126

F.No.24021/19/2021-PM-I
Government of India
Ministry of Home Affairs
Police Modernization Division

Jaisalmer House, 26, Man Singh Road,
New Delhi, dated the 4th July, 2022

To,

All the Controlling Authorities in States/UTs
(Under PSAR Act, 2005)

Subject: In the matter of inclusion of words like Detective, Investigation, Surveillance, Intelligence, Interrogation, Facility, Labour Supplier etc. in the name of a private security agency.

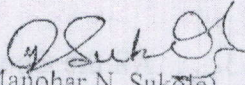
Sirs,

I am directed to refer to the references received in this Ministry from the Controlling Authorities/private security industry associations on the subject cited above. The Ministry had obtained a legal opinion in the matter and based on that it is decided that the Controlling Authorities may take appropriate decision on restriction of certain specific words in the name of a private security agency (PSA) with regard to the provisions of (a) Companies (Incorporation) Rules, 2014 notified under the Companies Act, 2013 (copy of the relevant rules enclosed) and (b) the point no 7 of the schedule of the Names and Emblems Act 1950 prohibits usage of any name which suggest or be calculated to suggest:-

- i. The patronage of the Government of India or the Government of a State.
 - ii. Connection with any local authority or any corporation or body constituted by the Government under any law for the time being in force.
2. The above provisions shall apply to the proprietorship/ partnership firms also.
3. Since, the Ministry has facilitated the Controlling Authorities to issue online licenses through a centrally developed PSARA Portal, the earlier decision of keeping the name of the applicant private security agency as non-editable has been modified to the extent as below:

"In case it is required to change/modify the name of a private security agency due to restriction of specific words in the name, the Controlling Authority can edit the name of the private security agency in the online application through his login credentials and make necessary changes/modifications in the name of the private security agency after his satisfaction to the necessary documents whatsoever is required."

Yours faithfully,


(Manohar N. Sukote)

Under Secretary to the Government of India
Telefax :2338 6126

Encl: as above.

Copy to:

Ms. Seema Jain, Technical Director, NIC, MHA, North Block, New Delhi with the request to make necessary updation in the PSARA software with regard to provide the above mentioned facility under the login of Controlling Authorities.

No.24021/17/2021-PM-1
Government of India
Ministry of Home Affairs
Police Modernization Division

Jaisalmer House, 26, Man Singh Road,
New Delhi, dated 12th April, 2023.

To

1. Addl. Chief Secretary (Home)/Principal Secretary (Home) in all the States and UTs
2. Director Generals of Police in all the States and UTs
3. Commissioner of Police, Delhi
4. Controlling Authority (PSARA) in all the States and UTs

Sub: Wearing khaki uniform by private security guards/supervisors - regarding.

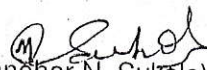
Madam/Sir,

I am directed to say that this Ministry is in receipt of various queries with regard to the wearing of 'khaki uniform' by private security guards. In this connection, the following provisions of the Private Security Agencies (Regulation) Act, 2005 [PSAR Act] are reiterated for information of all the State/UT Governments:

- (i) "private security" means security provided by a person, other than a public servant, to protect or guard any person or property or both and includes provision of armoured car service; [Section 2(f)]
- (ii) "private security agency" means a person or body of persons other than a government agency, department or organisation engaged in the business of providing private security services including training to private security guards or their supervisor or providing private security guards to any industrial or business undertaking or a company or any other person or property; [Section 2(g)].
- (iii) "private security guard" means a person providing private security with or without arms to another person or property or both and includes a supervisor"; [Section 2(h)].
- (iv) "No person shall carry on or commence the business of private security agency, unless he holds a licence issued under this Act" [section 4].
- (v) **"Penalty for unauthorized use of certain uniforms.**—If any private security guard or supervisor wears the uniform of the Army, Air force, Navy or any other armed forces of the Union or Police or any dress having the appearance or bearing any of the distinctive marks of that uniform, he and the proprietor of the private security agency shall be punishable with imprisonment for a term which may extend to one year or with fine which may extend to five thousand rupees, or with both." [Section 21]

2. All the States and UTs are, therefore, requested to ensure compliance of the above proviso of the PSAR Act, 2005.

Yours faithfully,


(Manohar N. Sukole)

Under Secretary to the Government of India
Telefax: 23386126

From

The Controlling Authority, Haryana Private Security Agencies,
-cum-Addl. Director General of Police, Law & Order,
PHQ, Haryana, Sector-6, Panchkula

To

1. All Range ADGsP/IGsP in Haryana
2. All CsP in Haryana
3. All District SsP in Haryana

No

1333-64

/HPSA dated, Panchkula the 24-04-2023

Subject: -

Wearing khakhi uniform by private security guards/supervisors-regarding.

Memo

Please refer to the subject noted above.

Sh. Manohar N. Sukole, Under Secretary to the Government of India, Government of India, Ministry of Home Affairs, (Police Modernization Division), New Delhi vide letter No. 24021/17/2021-PM-I dated 12.04.2023 has send directions regarding subject cited above. He further intimates that Ministry of Home Affairs is in receipt of various queries, with regard to the wearing of 'khaki uniform' by private security guards. In this connection, the following provisions of the Private Security Agencies (Regulation) Act, 2005 [PSAR Act] are reiterated for information of all the State/UT Governments:

(i) "private security" means security provided by a person, other, than a public servant, to protect or guard any person or property or both and includes provision of armoured car service; [Section 2(f)]

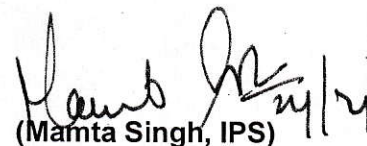
(ii) "private security agency" means a person or body of persons other than a government agency, department or organisation engaged in the business of providing private security services including training to private security guards or their supervisor or providing private security guards to any industrial or business undertaking or a company or any other person or property; [Section 2(g)].

(iii) "private security guard" means a person providing private security with or without arms to another person or property or both and includes a supervisor"; [Section 2(h)].

(iv) "No person shall carry on or commence the business of private security agency, unless he holds a licence issued under this Act" [section 4].

(v) "Penalty for unauthorized use of certain uniforms.-If any private security guard or supervisor wears the uniform of the Army, Air force, Navy or any other armed forces of the Union or Police or any dress having the appearance or bearing any of the distinctive marks of that uniform, he and the proprietor of the private security agency shall be punishable with imprisonment for a term which may extend to one year or with fine which may extend to five thousand rupees, or with both." [Section 21]

You are therefore requested to convey above directions to all concern for stricts compliance and specially to the inspecting teams which are nominated by the concern district for Monitoring Mechanism of Private Security Agency (PSA)/Private Security Training Institute (PSTI) in their respective district.


(Mamta Singh, IPS)

Controlling Authority, HPSA
-cum-Addl. DGP Law & Order
Haryana, Panchkula

No.24021/25/2021-PM-I
Government of India
Ministry of Home Affairs
Police Modernization Division

Jaisalmer House, 26, Man Singh Road,
New Delhi, dated the 2nd May, 2023.

To

1. Controlling Authorities (PSARA) of all the States/UTs.
2. Training Institutes in private security sector.

Subject: Standard Operating Procedure (SOP) for license/recognition to training institutes by the Controlling Authorities for imparting trainings under the Private Security Agencies (Regulation) Act, 2005 [PSAR Act].

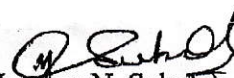
Madam/Sir,

I am directed to say that this Ministry is in receipt of references regarding the procedure for registration of Training Institutes (imparting trainings under the PSAR Act, 2005) by the Controlling Authorities appointed under the States /UTs and the challenges in implementation of various provisions regarding training of (private) guards and supervisors.

2. This Ministry, vide letter No. 24021/27/2016-PM-I dated 22.06.2018, had taken a view that license to training institutes in the private security sector was not needed. However, this instruction has not helped much to implement the provisions of mandatory training requirements. Further, stipulation of framing of the detailed training syllabus in accordance with the National Skill Qualification Framework (NSQF) by the Controlling Authority (of respective States / UTs) has no desired impact on the promotion of training institutes across many States and UTs.

3. In view of the above, the Ministry has formulated a Standard Operating Procedure (SOP) for registration of training institutes with the Controlling Authorities (Annexure). The Controlling Authorities are requested to follow the SOP in the respective State/UT in letter and spirit.

Yours faithfully,


(Manohar N. Sukole)

Under Secretary to the Government of India
Tel :23386126

Encl: as above

Copy to:

1. NIC, MHA for uploading the SOP on PSARA portal (psara.gov.in) and for making necessary changes in the private security agency licensing portal.
2. SO (IT), MHA for uploading on the website of MHA for information of training institutes and general public.

No.24021/25/2021-PM-I
Government of India
Ministry of Home Affairs
Police Modernization Division

May, 2023

**Standard Operating Procedure (SOP) for license/recognition to training institutes by the
Controlling Authorities for imparting trainings under the Private Security Agencies
(Regulation) Act, 2005 [PSAR Act].**

I. Statutory Guidelines

1. Provisions under the PSAR Act, 2005:

1.1 "Private Security Agency" means a person or body of persons other than a government agency, department or organisation engaged in the business of providing private security services including training to private security guards or their supervisor or providing private security guards to any industrial or business undertaking or a company or any other person or property. [Section 2(g)] .

1.2 No person shall carry on or commence the business of private security agency, unless he holds a licence issued under this Act. [Section 4]

1.3 An application for grant of licence to a private security agency shall be made to the Controlling Authority in such form as may be prescribed. [Section 7(1)]

1.4 Every private security agency shall ensure imparting of such training and skills to its private security guards and supervisors as may be prescribed. [Section 9(2)]

1.5 Training of licensee is a condition for grant of licence. [Section 11(1)]

1.6 The State Government may make provision in the rules to verify about imparting of required training by the private security agency under sub-section (2) of section 9 and to review continuation or otherwise of license of such private security agency which may not have adhered to the condition of ensuring the required training. [Section 11(2)]

1.7 Any person or private security agency, who contravenes the provisions of sections 9, 10 and 12 of the Act, shall be punishable with a fine which may extend to twenty-five thousand rupees, in addition to suspension or cancellation of the license. [Section 20(2)]

2. Provisions under the Private Security Agencies Central Model Rules, 2020:

2.1 The Rules provide the subjects and minimum duration of trainings for guards/supervisors and licensees as below:

S. No.	Type of training	Minimum training period	Training Subjects
1	Licensee's training	6 working days	As prescribed under Rule 4(3) of Central Model Rules, 2020
2	Guards (entry level)/ Supervisors	20 working days (classroom instruction -100 hours & field training -60 hours) – [Rule 8(1)]	As prescribed under Rule 8(2) of Central Model Rules, 2020
3	Guards (ex-servicemen and former police personnel)	7 working days (classroom instruction -40 hours & field training -16 hours) – [Rule 8(1)]	
4	Training for personnel engaged in Cash Transportation Activities	Same as at Serial. No. 2 & 3 above.	As prescribed in the 'second schedule' under the model rules: Private Security Agencies (Private Security to Cash Transportation Activities) Rules, 2018

2.2 The Controlling Authority shall frame the detailed training syllabus required for training the security guards in accordance with National Skill Qualification Framework (NSQF). [Rule 8(1)]

2.3 The Controlling Authority shall frame the detailed training syllabus required for training the licensee (of Private Security Agency). [Rule 4(2)]

2.4 On completion of the training, each successful trainee shall be awarded a certificate in Form VIII by the training institute. [Rule 8(4)]

2.5 The training certificates issued to the guards/ supervisors from Training Institutes in one State shall be accepted in other State also. It is valid for the entire Country. [Rule 8(5)]

2.6 The Controlling Authority shall inspect the functioning of training facility from time to time either by itself or through its own officers. Normally such inspection shall be conducted at least two times every year. [Rule 8(6)]

2.7 All the training agencies shall submit a list of successful trainees to the Controlling Authority in the manner prescribed by it. [Rule 8(7)]

2.8 The Controlling Authority either by itself or through its officers may verify the training and skills imparted to the private security guards and supervisors of any private training agency. [Rule 8(9)]

3. The Department of Economic Affairs' Notification No. 8/6/2013-Invt. dated 27.12.2013 stipulated that it shall be mandatory for all training/educational programmes/courses to be NSQF - compliant after the fifth anniversary date of the notification of the NSQF.

II. Application for license/recognition of a training institute with the Controlling Authorities

1. Procedure of application and renewal of license to private security agency applies *mutatis mutandis* in case of license/ recognition of a training institute. The following points are noteworthy in this regard:

1.1 Every training institute imparting trainings in the sector of private security services (regulated under the PSAR Act, 2005) shall apply for its Recognition with the Controlling Authority concerned in the prescribed forms [except Para 10 (regarding own/outsourced training facility) and Para 12 (regarding uniform) of Form-I (Application for licence), while applying licence for a training institute] along with the licence fee as per Rule 3 of the Private Security Agencies Central Model Rules, 2020.

1.2 The Controlling Authority shall recognize/grant licence to a training institute for a period of five years as per provisions under Rule 3 of the central model rules, 2020 and it can be renewed further for another five years and so on.

1.3 Renewal of license of a training institute shall be as per Rule 5 and 6 of the Private Security Agencies Central Model Rules, 2020.

2. Processing of applications for license/recognition and renewal of training institute will be as below:

2.1 The Controlling Authority shall process the applications for license/recognition of a training institute in the same manner as followed for grant of licence to a private security agency.

2.2 The Controlling Authority shall pass an order on applications for fresh license/recognition of training institute within sixty days from the date of receipt of it, complete in all respects. In case of renewal of license/recognition, the time limit shall be thirty days.

2.3 In case of rejection of the application, no order of rejection shall be made unless, - (a) the applicant has been given a reasonable opportunity of being heard; and (b) the grounds on which licence is refused is mentioned in the order.

2.4 The Controlling Authority shall update the database of recognized training institutes in their respective State/UT on the PSARA portal (psara.gov.in) under the head "know your training institutes" immediately on their recognition.

2.5 The Controlling Authorities shall give a notice to the training institutes running without licence/recognition asking them to apply for licence immediately. Reasonable time of six months may be given before taking action for contravention of section 4 of the PSAR Act as per section 20(1) of the Act.

III. Conditions of license /recognition to training institutes

1. The following are the conditions of license /recognition to training institutes

1.1 Training institute shall conduct the training courses as per the syllabus prescribed by the Controlling Authority as provisioned under Rule 8 (for private security guards/ Supervisor) and/or Rule 4 (for licensees). Appropriate action for taking approval under NSQF is being taken by the Ministry of Home Affairs. Till such time this approval process is completed, the syllabus presently included in the Rules shall be treated as the syllabus prescribed by the Controlling Authority.

1.2 The Controlling Authority shall satisfy himself of the minimum infrastructure required, based on training capacity, to run the training institute for which license/ recognition is issued by him.

1.3 On completion of the training, each successful trainee shall be awarded a certificate in the prescribed format (Form VIII) by the training institute.

1.4 All the training agencies shall submit a list of successful trainees to the Controlling Authority in the manner prescribed by it.

IV. Monitoring & Review:

1. Controlling Authorities shall monitor working of training institutes and compliance of training provisions by the private security agencies in the following manner:

1.1 Working of the training institutes under their jurisdiction would be reviewed regularly by the Controlling Authority.

1.2 The Controlling Authority shall inspect the functioning of training facility from time to time either by itself or through its own officers at least two times every year.

1.3 The Controlling Authority either by itself or through its officers shall verify the training and skills imparted to the private security guards and supervisors by the training agency.

1.4 Regular review must be taken in respect of implementation of Section 9(2), since such contraventions attract punishment under Section 20(2). Contravention of the provisions of sections 9(2) by private security agency, i.e., non-imparting of training and skills to private security guards and supervisors is punishable with a fine which may extend to twenty-five thousand rupees, in addition to suspension or cancellation of the license of such agency.

No.24021/19/2021-PM-I
Government of India
Ministry of Home Affairs
Police Modernization Division

Jaisalmer House, 26, Man Singh Road,
New Delhi, dated the 23rd June, 2023

To

Controlling Authority (PSARA)
in all the States/UTs

Subject: Applications for enhancing the area of operation of an existing PSARA license under the PSAR Act, 2005 and Rules thereunder - reg.

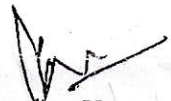
Madam/Sir,

I am directed to say that this Ministry is in receipt of references seeking clarifications regarding applications for enhancing the area of operation of an existing license either during the period of validity of licence or at the time of its renewal. It is stated that section 7 and 8 of the PSAR Act, 2005 prescribes the procedure for grant and renewal of license. Whereas, section 11 of the Act stipulates the conditions of the licence. Further, Rule 6 of the Model Rules, 2020 provides the conditions for renewal of licence where in sub-rule (iii) of rule 6 states that "*The applicant continues to adhere to the licence conditions.*"

There is no provision in the Act for enhancing the area of operation of an existing license, either during the period of validity of licence or at the time of its renewal. As such, application of renewal of licence can only be accepted if it is applied with no extension in the area of operation of an existing licence.

2. In view of the above, Controlling Authorities may dispose of the applications of private security agencies appropriately.

Yours faithfully,



(Chandan Kumar)

Under Secretary to the Govt. of India

Telefax: 2338 6126

Copy to:

1. Ms. Seema Jain, Sr. Technical Director, NIC, MHA for information and with the request to make a suitable updation in PSARA software so that an application for renewal of licence could only be submitted by an applicant only if it is applied within the area of operation of the existing licence (for ensuring compliance of above provisions).

No. 24021/19/2021-PM-I
Government of India
Ministry of Home Affairs
Police Modernization Division

Jaisalmer House, 26, Man Singh Road,
New Delhi, dated the 23rd June, 2023

To

Addl. Director General of Police (Law & Order)
Controlling Authority (PSARA),
Police Headquarters, Sector-6,
Panchkula, Haryana (134109)

Subject: Online applications pending with applicant(s) on PSARA portal-reg.

Sir,

I am directed to refer to the Controlling Authority, Haryana's letter No.1911/HPSA dated 06.06.2023 on the above subject mentioned above and to say that for disposal of the online licence applications (which are under query and pending with applicant), NIC has updated the PSARA software as below:

- (i) After 15 days of raising the query - first system generated reminder will be issued to the applicant.
- (ii) After 30 days of raising the query - second system generated reminder will be issued.
- (iii) After 45 days of raising the query - third system generated reminder along with the following text will be issued:

"This is the final reminder. In case no response is received from the applicant within 15 days of initiating this reminder, it will be presumed that the applicant is no longer willing to obtain PSARA licence and the Controlling Authority will be constrained to proceed for cancellation/rejection of the application with the liberty to the applicant to apply afresh."

- (iv) If the applicant does not respond within 60 days of raising the query- an option will appear with Controlling Authority to dispose of such application appropriately (mentioning the reasons as per provisions of the Act/rules).

2. This is for information to all the Controlling Authorities for appropriate disposal of PSARA licence applications in the portal (psara.gov.in).

Yours faithfully,



(Chandan Kumar)

Under Secretary to the Govt. of India
Telefax: 2338 6126

Copy to: for information and necessary action.

1. Controlling Authorities (PSARA) in all the States/UTs.
2. Ms. Seema Jain, Sr. Technical Director, NIC, MHA