

Date: 05.07.2013

NOTE

Sub :- Character and Antecedent verification in respect of outsourced /contractor staff engaged by DMRC .

In terms of DCP HQrs Delhi Police letter No,1697/Misc./19646-59/C&T(AC-6)/PHQ dated 14/06 2013 regarding C & A verification in respect of out sourced staff engaged by Delhi Metro Rail Corporation. It has been decided that all the C & A verification in respect of out sourced/contractor staff will be carried out through DCP Special Branch with immediate effect. Copy of C&A form (modified as directed by SB, DP) is enclosed for circulation amongst all contractors/out sourcing agencies.

All HOD's are requested to direct all the contractors working under their control to apply for C & A verification immediately to the In charge Pass Section, Barakhamba Road Metro Station, near gate no.3. In future verification for such employees shall be carried out through Security Cell Pass Section, Barakhamba Road Metro station, New Delhi. Verification suo moto obtained from Local Police will not be accepted for the purpose of issue of a permanent pass.

*esuporne*  
csc 8/7/2013

All HOD's DMRC

Circular

**Sub:-** Character and Antecedent Verification in respect of out sourced / contractor staff engaged by Delhi Metro Rail Corporation.

It has been observed that the outsourcing agencies/contractors engaged by Delhi Metro Rail Corporation, are not submitting the applications of their employees for Character and Antecedents Verification. MHA has directed to complete C & A verification of all such persons deployed at Metro Installations without any further delay. Copy of the C & A form is enclosed along with.

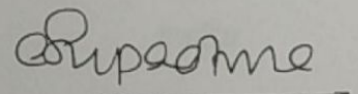
All outsourcing agencies/contractors are here by directed to submit the C & A verification form duly filled up by the individual employee and employer and submit the same to Pass Section DMRC Security Cell Barakhamba Road Metro Station. Verification for those residing in Delhi shall be carried out through DCP Special Branch Asaf Ali Road Delhi, on payment of Rs.250/- per person. Draft drawn in favour of DCP special Branch Asaf Ali Road Delhi payable at Delhi for the total amount should be enclosed along with the application forms of the employees. For other employees who are not, residing in Delhi application forms sorted State/district wise should be submitted to pass section for onward submission to concerned Police authorities.. Regular entry permit valid with a period of 3 years or period of contract or as recommended by the user department of DMRC shall be issued on receipt of verification report from Police.

It is once again being reiterated that temporary entry permit shall not be issued if the C & A verification form is not submitted before making a request for issue of fresh temporary entry permit or renewal of entry permit.

All HOD's O&M are requested to direct the outsourcing agencies/contractors/vendors operating under their control at metro installations to comply with the instructions mentioned above.

All HOD's (O&M)

CE/PD & CS

  
CSC  
21/08