



OFFICE OF THE PRINCIPAL
TALCHER (Autonomous) COLLEGE, TALCHER

Accredited by NAAC with 'B'+ Grade

PO- TALCHER TOWN, DIST- ANGUL (O), PIN-759107 // PH-06760-240293, FAX-240293

No- 2147

Dt- 09.12.2022

**TERMS & CONDITIONS OF SECURITY PERSONNELS TO BE ENGAGED IN LONG TERM
& SHORT TERM BASIS**

1. Security personnels (02) two nos to be engaged through agencies should have the following criteria :-
 - a. Minimum Education of 10th Pass.
 - b. Should not be on trademan in active service.
 - c. Should not exceed 55 years.
 - d. Ability to read, write and speak in Odia, English and Hindi.
 - e. Knowledge of maintaining visitor(s) pass, verification of identity proof.
 - f. Must be medically fit to serve with physically well built(s) and possessing good health too.
2. They will be engaged from 8 A.M. to 4 P.M. on every working day.
3. They are permitted to remain engaged 6 days per week. Sunday & Vacation will be treated as paid holidays if engaged.
4. Payment is negotiable with the agency not with the 3rd party Personnel engaged.
5. The Security Agency shall at all times maintain full strength of Security personnel specified above.
6. Failure to provide full contingent of Security Personnel by the Agency on any given day or the designated post is left vacant will result in imposition of a penalty of 5% on the monthly service charges.
7. The Agency shall also provide extra Security personnel as and when required during emergency for a short term or long term with the same terms and conditions.
8. The Agency shall be responsible for replacement of any Security Personnel falling sick, proceeding on leave or otherwise absent at no additional cost to this Institute. Failure on the part of Agency to maintain daily flow of Security personnel to the full strength for all shifts (8 hrs per day) will attract reduction in service charges along with 5% penalty.
9. Service condition is not maintainable at this end.

Principal
09/12/22
Principal

Talcher (Auto) College, Talcher

Prf
09.12.22