
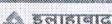


अंचल कार्यालय :सतना द्वितीय तल, इंडियन बैंक भवन, जयस्तंभचौक, सतना- 485 001 दूरभास: 07672 - 414407	 इंडियन बैंक Indian Bank  इलाहाबाद ALLAHABAD •BANKING THAT'S # TWICE AS GOOD•	ZONAL OFFICE : SATNA 2nd Floor, Indian Bank Building Jai Stambh Chowk, Satna-485001 Phone : 07672-414407
सुरक्षा विभाग	Email : zosatna@indianbank.co.in	Security Department

Annexure – V A

(Letter to the Branch Manager on the PSA letterhead)

Ref No:

Date:

To,
The Branch Manager
Indian Bank,
_____Branch,

Dear Sir,

Subject: Deployment of Ex- Servicemen Armed Guard at your branch


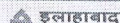
This has reference to Zonal Office letter No.-----dated ----- regarding Engagement of our Security Agency for deployment of Ex- Servicemen Armed Guard at your Branch. In this connection we have deputed Shri -----Employee ID No -----Adhaar Card No-----S/o Shri-----Resident of-----Police Station-----Distt.-----to your branch along with copies of following document duly verified at our end:-

- 1 PSA Id Card details:
- 2 Adhaar Card:
- 3 Antecedent verification report from concerned Police Station
- 4 Certified copy of Discharge Book
- 5 Gun Licence No
- 6 Area of jurisdiction and Validity of Gun licence up to:
- 7 DBBL Gun No.
- 8 Gun Cartridges (No.):

We undertake to pay the following wages components to the guard deployed within 10th of every month through the personal bank account of concerned guard as per agreement terms & conditions set and wage structure approved by Bank.

Sl. No	DESCRIPTION	Security Guards (with Arms)		
		Area A	Area B	Area C
1)	BASIC (MINIMUM WAGES)+ VDA for 26 days			
2)	BONUS @ 8.33% of Sr. No. 1 (if applicable) as notified			
3)	Uniform Charges (amount in Rupees)			
4)	Uniform Maintenance (amount in Rupees)			
5)	Total – A (1 to 4)			
6)	EPF Employee Share @ 12% of Up to 15000/-			
7)	ESI @ 0.75% of Sl 1			
8)	Total Deduction- B (6 to 7)			



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9)	Net Salary to be credited to guard's account (A-B)			
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We also undertake to regularly deposit EPF from the date of deployment of guard as received from your Bank along with his share to EPFO.

The armed guard deployed at your branch has been fully briefed about duties to be performed as per terms and condition of agreement. For any complaints/issues regarding the services of deployed armed guard or any deficiency at our end you are requested to bring it to our notice for immediate remedial action.

We further assure that all statutory payments shall be done to concerned offices and wages to guards without any complaints. In case of default payment/under payment, Bank will be free to take action against us as deem appropriate.

Assuring our best services.

Yours faithfully,

Authorized Signatory
(Name & Designation, seal of the firm)

Copy to :
The DGM/AGM
Zonal Office

For information & Record please.

Authorized Signatory

