

Telephone: 23013260

No. A/51575/Security/2018

02 Aug 2018

MINISTRY OF DEFENCE
(Security Office)

IMPORTANT SECURITY INSTRUCTIONS – INDEPENDENCE DAY

1. Reference this office Note No. A/51575/Security/2017 dated 06 Jan 2017.
2. In view of the approaching Independence Day, attention of all is invited to our Note quoted above, disseminating security instructions for meticulous compliance to ensure security and safety within DHQ Security Zone. In addition, undermentioned security instructions may also be disseminated amongst all employees of Ministry of Defence (Sectt), Service HQs and Inter Services Organizations for compliance : -

(a) In case any unattended item like Tiffin box, briefcase, bag, box, container, toy, Mobile phone, transistor, etc is found the same may please be brought to the notice of nearest security personnel.

(b) **No** official information may be disclosed to any unknown / un-verified person either on telephone or in person.

(c) All employees of Ministry of Defence (Sectt), Service HQrs, Inter-Service organizations should invariably display their SLIC / DA / TP in a manner that front side of the same is clearly visible to the DSC Guards on duty.

(d) **No** contractual labourers are to be allowed entry in any of the DHQ buildings wef 10 Aug 2018 to 16 Aug 2018.

(e) Personal details like Personal Number, Name, Bank A/c Statements, Address Proof, PAN Card, Form-16, Pay Slips, Photograph etc should not (Repeat **NOT**) be shared with unknown / unverified persons.



CAO/Coord

Dy Dir (Coord)

All Concerned

सुपरी (समन्वय) / CAO (Coord)	
निदेशक (अनु.स.अ. एवं प्रशि) Director (DCW & Trg)	
उप निदेशक (समन्वय) Dy Dir (Coord)	4
प्र.अ. (A/O)	✓
डा. सं. Dy. No.	165
दिनांक Date	6-8-18

07/8/18
Amitabh

(Amitabh Kr Srivastav)
Dy Dir (Security)