



Since 1992

All Pakistan Security Agencies Association

CODE OF CONDUCT

AS AMENDED AND APPROVED IN APSAA EC MEETING
HELD ON 8TH FEBRUARY 2020

1. Members will not deploy guards at any location where sister member company is already providing services, till the client has cleared all their dues and company gives clearance / has vacated the deployment area. There may be certain situations which are clarified in the subsequent paras for clarification in case any company violates this, following procedures will be followed by the aggrieved company:
 - a. The aggrieved company will call the MD/CEO of the other company to inform him and seek his help/ inform the company in writing with copy to Chairman APSAA. Chairman APSAA will get clarification from the other company and try to save the situation with his personal effort. In case the Chairman deems it fit he will refer the matter to Dispute Resolution Committee to solve the matter.
 - b. In case a fresh tender has been won by a company in which bid money is involved the company has the right to follow the schedule given by the Client and take over the location even if the outgoing company dues are not cleared. This is to avoid forfeiture of the bid money by the client. However the incoming company will inform the client to clear the dues of the outgoing company citing APSAA code of conduct and try their best to help the member company recover their dues. The office of chairman APSAA will also be utilized, if required.
 - c. In case of any other dispute between the companies the matter will be referred to Dispute Resolution Committee. The decision of the Committee will be final and binding on both parties.
2. Members will pay minimum wages as announced by the respective Governments, to all its employees as per labor law.



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3. Members will ensure proper verification of their employees as per requirement of law as the ultimate responsibility rests with the employer. Security should not be compromised at any cost.
4. In case of any problem faced by the members which may affect the security industry as a whole a collective solution to the problem will be sought through APSAA GBM can be called if required.
5. The members will not indulge in any malpractice which might bring a bad name to the security industry as a whole and any company found involved in any unlawful activity the matter will be referred to EC for cancellation of their membership
6. Members will not lure / hijack the guards of other members by going to their deployment positions and will get clearance of a guard seeking employment from his parent company / avoid using pressure tactics.
7. Members will abide by all decisions taken by the Association to forge unity among its members and a unified stand.
8. Members should abide by the instructions issued by Home Department of the concerned Province from time to time.
9. Members should clear all liabilities on time and should clear their dues / renew their operating and weapon licenses on due date.
10. Member are supposed to treat their guards honorably and clear their Pay/allowance by a given date.
11. No member shall allow the retired Army officer / personnel to misuse their powers and should only allow authorized rank to be used after proper check and balance; only paid ranks are authorized to be used officially.
12. None of the uniform gear should resemble the uniform used by LEAs.



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13. Dress code must be followed by all members and only authorized dress i.e. blue shirt, trouser and caps with other gears be used. Unauthorized ranks and insignia's should be strictly forbidden and discouraged. Blue shalwar and Qameez is allowed. Only member companies' guards can display APSAA insignia above right pocket of the shirt.
14. All members must follow a code of conduct and should avoid trespassing into others domain. Restrict yourself to given charter of duties.
15. Help other members in times of crisis, provide necessary guidance, moral support and help when asked for / required.
16. Office working should be decent and congenial, the office location should be so selected, (in commercial area) which is accessible to all, should be preferably located on main road/open road and should be elegant and decent enough portray a corporate look.
17. Help in Developing Security Services as an industry, share your experience with others, have a firm belief in Allah that nobody can snatch your business / luck, rather it will grow more with the help of ALMIGHTY if you guide and help others. Contribute where possible to make APSAA your home. .