***Documents required for incorporation of a security company with the SECP***

* *Application form for name reservation and company incorporation (in case of physical submission)*
* *Memorandum and articles of association*
* *Copies of valid CNICs of all proposed subscribers/directors*
* *Copies of NTN Certificates of all proposed subscribers/directors*
* *Photographs of all proposed subscribers/directors*
* *Affidavit of all proposed subscribers/directors duly attested by Oath Commissioner made by each proposed director affirming that (i)he is not dual national (ii)he is not beneficiary of National Re-conciliation Ordinance (NRO) (iii) he has never been convicted for any offence other than minor offence (like traffic violation) by any court of law*
* *CVs of all proposed subscribers/directors stating inter alia their relevant security experience and expertise (at least one director should be retired employee of Armed Forces or Law Enforcing Agencies) available on SECP website)*
* *Bank statements of all proposed directors combined should show a total of amount of more than Rs. 10 million in the last three months from the date of application for incorporation with the SECP.*
* *Proposed memorandum of association showing Authorized Capital of more than Rs. 10 million.*
* *Paid up Capital of the proposed company must be more than Rs. 10 million*
* *Profile of the Company as per form specified by Ministry of Interior (available on SECP website)*
* *Proposed Employment Structure of the Company duly signed by all proposed directors, with the following details:*

1. *Minimum wages / salaries, working hours and leave entitlement of guards*
2. *Compensation mechanism in case of illness, injury or death of guard(s) while on duty*
3. *Contributions to be made for benefits of the guards (EOBI, provident fund, gratuity, insurance etc.)*
4. *Pension and retirement benefits*
5. *Proposed location for establishment of offices for operations and number of guards to be employed for the respective offices for operations; and*
6. *Details of proposed number and type of weapons and other security gadgets*