सत्यमेव जयते

प्रसार भारती: PRASAR BHARATI
[भारत का लोक सेवा प्रसारक]: [INDIA's PUBLIC SERVICE BROADCASTER]
दूरदर्शन केंद्र : DOORDARSHAN KENDRA

सत्यम् शिवम् सुन्दरम्

कुडप्पनक्कुन्नु
तिरुवनंतपुरम - 695 043
Tel. 0471-2730177

Kudappanakkunnu,
THIRUVANANTHAPURAM - 695 043
Email : hooddktvm@prasarbharati.gov.in

No:51(9)/ 2025-26/ AC-II /IA/DKT-SEC GUARD

Dated 29.10.2026

SCOPE OF WORK- SECURITY GUARD

1 . The security Guard should be available in the office around the clock every day

2. Two security personnels should be present during any single shift which consist of eight hours.

3. The security guards are not entitled to any Over Time Allowances

4. The security Guards are entrusted with providing safe & secure environment for employees by patrolling and monitoring premises and personnel.

5. The security Guards have to verify the people entering though the main gate and keep record in various in and out registers .

6.The security Guards have to monitor Surveillance equipment to check access points and premises . Any instances of trespassing/ irregularities/violations of policy and procedure must be immediately reported to the Security Officer.

7. Completes reports by recording observations , information , occurrence and surveillance activities , duly signed by the Authorized officer .

8; The security Guard is expected to maintain organization's stability and reputation by complying with Legal requirements , as prescribed by Prasar Bharati.

ANUSREE A KANNATH

SENIOR ENGINEERING ASSISTANT