

## **EXCELLENCE & COMMITMENT**





Govt of Punjab





Govt of Pakistan



Govt of Sindh









Govt of KPK





#### **Certificate of Registration**

This is to certify that Management system of

#### LUNAR SECURITY SERVICES (PVT.) LTD.

Located at

#### Office no. 06, 2nd Floor, Ahmed Centre, I-8 Markaz, Islamabad – Pakistan

Has been audited and found as per requirements of the Quality Management System

## ISO 9001:2015

The Quality Management System is applicable to the following Certification scope

#### **Provision of Security Guards / Security Systems**

CERTIFICATE NUMBER ORIGINAL REGISTRATION DATE RE-ISSUE DATE CERTIFICATE EXPIRY DATE EC-0164A83-Q 31/Jan/2023 31/Jan/2023 30/Jan/2024

Authorized Signatory CEO





Ethical Certification Pvt limited is accredited on 17021-1:2015 standard from PNAC (Pakistan national accreditation council). The validity of this certificate is subject to annual audit and current status can be verified from our website. This certificate remain property of Ethical Certifications and may be retuned as per request by Ethical Certifications Pvt limited.

> ETHICAL CERTIFICATIONS PVT LIMITED PLOT # 169, BLOCK-B, MUHAFIZ TOWN, PHASE-II,

MAIN DEFENCE ROAD, LAHORE-PAKSITAN. www.etcert.com





License No. W.6-4/2007/15/20

LICENCE TO ESTABLISH, MAINTAIN AND OPERATE WIRELESS FIXED AND MOBILE STATIONS IN PAKISTAN

The Pakistan Telecommunication Authority (hereinafter called "PTA"), is hereby pleased to re-issue a nonexclusive license to <u>Lunar Security Services (Pvt.) Limited</u> (hereinafter called the "Licensee") to establish, maintain and operate <u>VHF</u> wireless station (fixed / mobile or both) in Pakistan, in exercise of the powers conferred by section 5 of Pakistan Telecommunication (Re-organization) Act, 1996. The license is valid till <u>18th June</u>, 2025.

 The details of the system / network and the terms & conditions remain the same as per already issued license No. <u>W.6-4/2007/15</u> dated <u>13th October</u>, 2015.

> (For and on behalf of the Pakistan Telecommunication Authority) Director (RBS) Office Stamp PTA Headquarters, Islamabad

> > Islamabad dated 31st August, 2020

## **OUR MAJOR CLIENT's**





















# LUNAR ONLINE Digital Monitoring System







## **OUR SPECIAL SERVICES**

#### Special protocol security evaluation and services

On special request we evaluate need based security and protocol services from home to office, from kids to family, from reception to gathering, from travelling one place to another place, from technical to digital, and all other undefined security services. Our special officer define and evaluate the required security and offer a special solution. It's a complete solution for a family from home to office, are up to any destination.



**Special Protocol** 



#### **Commando Force**







#### **Banking security**



Female security Guard



**Electric security wire** 



**Bullet proofing** 



Patrol guards

## **MISSION STATEMENT**

- > Your security is our responsibility
- > To be the best in providing affordable security services.
- Committed to best working practices.
- Strict compliance with the rules and terms of agreement

## PAST EXPERIENCE

We started our operation in 2000 and since then provided security services/solutions to a vast spectrum of clients including Oil/Gas companies, Embassies, Hotels and some few other sensitive like International Committee of Red Cross (ICRC), International Islamic Relief Organization (Dar-e-Ali), IUCN, Norwegian Red Cross, Shandong Kerui Petroleum, Pioneer Petroleum, COMSTECH, Allied Engineering, Preston University, German Red Cross (GRC), Iraq Embassy, French Embassy, capital development authority (CDA), beside the others.

## LUNAR SECURITY CLIPS













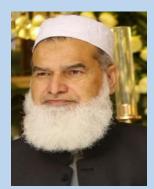
## OUR MANAGEMENT

## **Brig.Rizwan Ashraf - Chairman**



SERVED WITH 33 YEAR IN ARMY HAS BEEN APPOINTED ON DIFFERENT STAFF AND COMMAND APPOINTMENTS.WORKED WITH OGDCL (OIL & GAS COMPANY), DEWAN MUSHTAQ GROUP

## Dr. Iftikhar A. Khan - Chief Executive



Worked at Intelligence Bureau for 10 years. Worked at President/ Chief Executive Office for 3 years. Worked for Prime Minister's office for 17 years.

## **Ikram Chohan - Director International affairs**



Mr. Ikram Chohan works as Consultant Business Development in Pakistan and overseas. He develops and creates new projects and business ventures. He works to build business bonds between Pakistan and other countries.

#### **Zulfiqar Ali - Managing Director**



Managing security related business for the last about 25 years. Since year 2001 working as Managing Director/Chief Executive of the company. Has a vast experience in finance, administration and security operation.

## LUNAR SECURITY WORKINGS

Master Planning is important for organizations or businesses that anticipate growth. Lunar's, master planners work with the organizations to help Identify their long and midterm planning goals and evaluate the security Programs and systems to determine if they match the organization's plan sand develop multi- phase program modifications to support continued growth. Professional Site Surveys and reports dealing with security programs are developed to meet customer's specific requirements. Based on these survey reports and recommendations, Integrated Security Solutions are formulated Consisting manpower and security management components, Access Control, CCTV, Alarm management, Fire Alarm Systems, SOPs, Post Orders; liaison; etc., and this evaluation remains an ongoing process.

## STATIC GUARDING

An active and trained guard force meets the security needs of customers. Lunar is working on institutional bases and has an established Human Resource Department functioning with its full properties under the command Of HR professionals. Our HR department time to time and subject to the need, place advertisements in print media to hire the individuals (ex-army and civilians) with due recruitment process. Selection, screening and recruitment is normally carried out, from traditional Local labor market pool, based on project location; scope of work, the concerned task and security threat level. The guard force is trained to address highly critical or complex facilities or situations requiring the highest degree of reliability in the assigned security personnel. The age of guard is not more than48 years and that of supervisors to be 55 years. Lunar is fully aware of the requirements of Provincial Governments for providing job opportunities to locals. This requirement is met, subject that the individuals fulfill LSS selection and recruitment criteria. Generally LSS has a mix of HR from all provinces and the recruitment, screening, training and performance standards are more rigorous than those of any company in the local market

## Executive/VIP Protection (Body Guards)

The Executive Protection is the "elite - cream of the crop "team of the Company's total security personnel. Majority of the personnel are ex-serviceman from the Armed Forces with minimum 10 - 15 years with relevant Work / specialized experience. These personnel are additionally required to undergo a training program specifically designed to include analysis and Development of conceptual systems to cover Safety & Security aspects of the mission.

## MOBILE ROVING/RESPONSE PATROL SERVICES

Offered to clients with highly – specialized security personnel and fully equipped. Patrol vehicles conducting preventive, monitoring and response patrols in specified areas, able to take immediate action. By installing special time attendance systems in protected areas, our patrol services are able to conduct their services utilizing computerized lists.

#### **MOBILE ESCORT SERVICES & TRAINED DRIVERS**

Mobile Escort Services are available to protect personnel with high profile Executives, VIPs and / or expatriate movement in areas with high vulnerability. The team and the drivers are fully trained in defensive driving techniques, route survey and surveillance, convoy planning and evasion & evacuation tactics.

#### **RCEPTIONISTS/LOBBY GUARDS**

Security trained receptionists and Lobby guards offered to meet security needs of customer at their receptions and Lobbies. Security receptionists are trained on maintaining control of visitors, messengers, customer employee logs, refer customer to appropriate departments and access employees after verification through prescribed procedures.

## HUMAN RESOURCE OUTSOURCING

LSS facilitates customers by providing them trained staff to cater their needs for different cadres and levels. Our HR department is committed to provide and develop human resources for our clients. These outsourced personnel contribute customer's business growth, demonstrate their professional capabilities compatible to job profile and accept the challenges.

#### CONSULTANCY

We also provide consultancy Service to our Clients in which we:-

- Provide monthly Security updates
- Conduct Security evaluation annually or if there is any change.
- Advice on Security / Safety related issues
- Systems designing and implementation
- Development & implementation of Emergency Plans.
- Conduct Independent Security Audits
- System Design consultancy

## **PROJECT OPERATIONAL STAFF**

Directly under the supervision of the management staff and responsible for the day to day performance of the security functions will be the responsibility of the following.

Personnel:

- Control Room Supervisors
- Static Post Supervisors
- Mobile Response Patrols
- Static Security Guards

## AVAILABLE MANPOWER

In order to ensure economy, a small number of manpower is maintained at all time. It is therefore required that 30 days advance notice may be given within which we are capable of providing security personnel.

## MANAGEMENT METHODOLOGY

Upon award of the contract, LSS implements a proven operational Plan that is executed by experienced management staff to provide effective & efficient protective security services to all our customers which includes foreign, multinational and large local industrial groups/companies.

## Quality, Health, Safety and Environmental Procedures:

#### Instruction for Guards

- 1) Be smartly turned out at all times including dress and hair cut etc.
- 2) Always be vigilant when on duty.
- 3) Be punctual
- 4) Always take preventive / protective measures and never work
- 5) Without these.
- 6) Every guard must have a whistle.
- 7) Always report about any untoward incident to supervisor.

#### Instructions for Armed Guards

- 1) Use weapons only when necessary.
- 2) Always use economical force of weapon.
- 3) Always apply safety catch on weapon.

#### Warning before Use of Weapon

1) Warning must be shouted before use of firing.

- 2) Fire only in case, opponent also has weapon and is likely to use
- 3) Against you.
- 4) Fire for effect and not to kill.
- 5) Ensure that none other than the attacker is injured.
- 6) Immediately report after the firing incident.

#### Care of Weapons

- 1) Always apply safety catch on weapon.
- 2) Always carry weapon license along with.
- 3) Weapon must always be cleaned.

#### Fire Hazards

- 1) Three agents which can cause fire hazards:-
  - 1. Wind
  - 2. Heat
  - 3. Combustible materials
- 2) Removal of all or any one of these agents can prevent from spread of
- 3) Fire Breakout. These must be observed.

#### Safety Instruments

Following safety instruments must be used before any danger:-

- 1) Safety cap / helmet
- 2) Safety shoes
- 3) Goggles
- 4) Gloves
- 5) Protective clothing's against poisonous gases.

#### **Environmental Protection**

- 1) Minimize smoke in your vehicles.
- 2) Minimize the unwanted noises from machines / vehicles.
- 3) Rubbish / garbage must be thrown in dust bin meant for these.
- 4) Don't cut the trees / green vegetation unnecessary and keep the atmosphere green.

## SELECTION PROCEDURE

Human resources management means recruiting and retaining the best people and helping them to improve by:

- Selection is done through Army Training Centers etc.
- Treating them as valuable assets
- Matching work assignments with individual talents and aspirations
- Encouraging the development of talents
- Providing professional training
- Emphasizing personal recognition and incentives
- Assisting in career advancement

#### SELECTION CRITEREA

- Ex-Servicemen from selected arms and trained civilian's.
- Age limit = 25 50 years
- Education Min = Middle/Matric/Grade12/Security Certifications
- ✓ Height Min = 5-7"

## VERIFICATION

LSS facilitates and provide services of verification of various personnel who intends to seek employment or are already employed with our customers. These services may include the verification of personnel's by:-

- > NADRA (CNIC) Online verification of employees & their references.
- Police Station in jurisdiction of temporary address.
- Police Station in Jurisdiction of Permanent address.
- Chairman Union Council in Jurisdiction of either permanent/temporary address.
- Any neighbor in the vicinity of Permanent/ present address.

## TRAINING PROCEDURE

Training & Education are basic elements to performance. We keep our customers updated on security issues and provide training to their security management staff on required basis, like:-

- Security Planning and Management
- Access control
- Safety awareness
- Security awareness
- Information Protection
- Contingency Planning
- Surveillance Detection
- Ethics and professionalism
- Observe, note and report
- Fire Prevention & Suppression
- Traffic control
- Post orders
- Radio Communication
- Human Relation
- Telephone/ radio procedure
- Basic orientation to Systems
- Report writing
- Assets identification
- Inventory control
- Firearm Training & Practice firing
- Bomb Threat

## WEAPONS & OTHER RELATED PROVISION

We are in possession of NOCs for ICT and all provinces (less Baluchistan) all the relevant documents are attached. Security staff deployed throughout in all these provinces carry following weapons according to prevalent threats:

- Shot Gun (12 bore ) Repeater
- 30 Bore Pistil.
- > MP 5
- > 7 mm Riffle

Besides the weapons we also provide other related facilities such as vehicles motor cycles, walkiee talkie, metal detector, vehicle checking mirrors etc on as required basis.

## INQUIRY CONTACTS

A well-defined system for registration of complaint, the time frame with these complaints would be attended and other formalities would be presented and got approved by the authorities before enforcement. For further queries.

#### Please feel free to contact: -

•Zulfiqar Ali	-	Managing Director	0300-534 1375 0333-534 1375
•Dr. Iftikhar A. Khan	-	Chief Executive	0330-6262 791
•Mamoon Khalid	-	Security Officer	0331-6262 792
•Control Room No.			051-493 8134-35

#### LOCATIONS AND CONTACT ADDRESSES:

#### CORPORATE HEAD OFFICE – ISLAMABAD

Office No. 06, 2nd Floor, Ahmed Centre, I-8 Markaz, Islamabad

Brig. Rizwan Ashraf <sup>®</sup> (Chairman) Telephone No: 051-4938 134 - 35

E-Mail Address: <a href="mailto:lunarsecuriti@gmail.com">lunarsecuriti@gmail.com</a>

**Dr. Iftikhar A. Khan** (Chief Executive) Telephone No: 051-4938 134 - 35

Cell No: 0330-6262 791 - 0336-5134 981

E-Mail Address: <u>lunarsecuriti.ceo@gmail.com</u>

**Zulfiqar Ali** (Managing Director) Telephone No: 051-493 8134 - 35

Cell No: 0300-534 1375 - 0333-534 1375

E-Mail Address: lunarsecuriti@gmail.com

zulfiqar1375@gmail.com

## Sub Office-Islamabad

Q

Office No. 1, Street No. 7, Building 1947, Rubbani Market, G-10/2, Islamabad

(44000) - Pakistan.

Cell No: +92 -321-5088773: +92-51-8447773;

## BRANCH OFFICE KARACHI – SIND



Office No. 06-B, 2nd Floor, Lamcy Arcade, opp. Green Shadi Hall, Fakhr-e-Alam Road, Peshawar

- Hameed Ullah
   General Manager (Peshawar)
- 0300-9797 299: 0321-8787 283

allizaz.hamid@gmail.com

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#### CERTIFICATE OF INCORPORATION

(Under section 32 of the Companies Ordinance, 1984 (XLVII of 1984)

Company Registration No. \_\_\_\_\_1-02884

I hereby certify that "LUNAR SECURITY SERVICES (PRIVATE)

LIMITED"

is this day incorporated under the Companies Ordinance, 1984 (XLVII of 1984) and

that the company is limited by \_\_\_\_\_\_ shares

Given under my hand at \_\_\_\_\_Islamab ad

this \_\_\_\_

12 16 day of October

two thousand and \_One

Fee Rs. 10,000/-(Rupees Ten thousand only)

( AKB AR SHAH ) JOINT REGISTRAR OF COMPANIES ISLAMAB AD

#### Government of Pakistan Ministry of Interior

Subject: REGISTRATION OF M/S. LUNAR SECURITY SERVICES (PVT) LTD.

Reference Securities and Exchange Commission of Pakistan letter No. 21(128)RCR/98-321 dated 09.09.1998 on the above subject. This Ministry has no objection for registration of M/S.

#### Lunar Security Services Pvt. Ltd., subject to following conditions:-

b)

c)

d)

e)

4)

1. at

- a) The subject company does not establish any training institute/establishment for supply of manpower to other agencies/commercial purposes.
  - The company does not act as an investigationg/ interrogating Agency,

Prior to registration with the SECP, the company may deposit Rs.1<sup>°</sup>,000/-as Federal Government's registration fee in Major Head-13000<sup>°</sup>O-Miscellaneous Receipts, Minor Head-1390000-Other Receipts (NES). Detailed Head-1391200-Other Receipts-Fees Fines & forefitures, Sub-Detailed Head (New)-1391213-Other Receipt-Registration fees for Private Security Companies and a copy of deposit receipt duly attested may be provided to this Ministry.

The NOC is subject to formal agreement with Federal Government as well as the concerned Provincial Government when the law on the subject is promulgated.

Pending Promulgation of Law, an agreement will be signed by the Private Security Company with the Federal Govt. and the Provincial Government concerned, as the case may be on the terms of NOC with particular reference to the Insurance Clause and the other Provisions contemplated in the Draft Law for ensuring Customer's Protection, Screening of Cempany's Staff, Professional Competence and the Penalities for violation of Terms of Agreement. This agreement will be amended in accordance with the provisions of the new Law, as and when promulgated.

Deletion of clauses III(4-38) of the Memorandum and Article of Association of the Company.

(FAZAL HUSSAIN) Section Officer

FAZAL HUSSAIN) ection Officer

Building, Jinnah Avenue, Blue Area, Islamabad. 49 298 -Security, III dated M/O Interior W.O.Ne. 4/ A.M.2001 Copy to M/S. Lunar Security Services Pvt. Ltd.

**By Post** 



To:

#### **GOVERNMENT OF PAKISTAN OFFICE OF THE CHIEF COMMISSIONER ISLAMABAD CAPITAL TERRITORY** \*\*\*\*\*\*

#### No.2(411)-Home/2018-421

Islamabad, the June 06<sup>th</sup>, 2022

The Chief Executive, M/S LUNAR SECURITY SERVICE (PVT.) LTD, Office No.06, 2<sup>nd</sup> Floor, Ahmed Centre, I-8 Markaz, Islamabad.

SUBJECT:

#### RENEWAL OF LICENSE - M/S LUNAR SECURITY SERVICE (PVT.) LTD.

Reference your letter dated 17.01.2022, on the subject cited above. 2. The license of M/S Lunar Security Service (Pvt.) Ltd, to operate as Private Security Company in Islamabad, is renewed for one-year upto 12.02.2023. You are directed to ensure compliance of the Private Security Companies Ordinance, 2001 and Rules made thereunder. You are directed to arrange oneweek mandatory training of security guards from the training institutions approved by the Ministry of Interior and furnish compliance reports to this office regularly. All guards should be security cleared and trained, prior to their deployment in Islamabad. You are further directed to furnish monthly reports pertaining to list of guards, their Police verification, training certificates, list of vehicles, to Special Branch of I.C.T. Police and concerned Police Station for further necessary action. You should also furnish a certificate to this office on bi-annual basis that payment of monthly salary to the security guards is being made by the company as prescribed by the Federal Government under the Minimum Wages Ordinance. You are directed to provide copy of Medical Certificate of each security guard indicating he is physically fit.

3. This issues with the approval of the Competent Authority.

> SYED TARIF HUSSAIN Deputy Director (Admin) Office of the Chief Commissioner **ICT-Islamabad**

(SYED TARIE HUSSAIN) **DEPUTY DIRECTOR (ADMIN)** 



GOVERNMENT OF THE PUNJAB HOME DEPARTMENT Dated: 10-06-2021



#### ORDER

NO. HP-I/11-36/2010 License No. (36) is hereby renewed for the period of three years w.e.f. 18.01.2021 to 17.01.2024 of M/s Lunar Security Services (Pvt.) Ltd. under rule-3 of the Punjab Private Security Companies (Regulation & Control) Rules, 2003 subject to adherence to the laws governing operations of Private Security Companies in Punjab and guiding instructions issued by Home Department, Government of the Punjab from time to time with the direction that Company shall ensure that no untrained and unverified guard is deployed for active duty.

2. The Management of M/s Lunar Security Services (Pvt.) Ltd. is further directed to strictly adhere to the provisions of the Punjab Private Security Companies (Regulation & Control) Act, 2004 and Punjab Private Security Companies (Regulation & Control) Rules, 2003 while carrying out the business. Any violation of rules/prescribed procedures may lead to revocation of license.

#### SPECIAL SECRETARY (HOME)

CC:

- A copy is forwarded for information & necessary action to:
- 1. The Provincial Police Officer/IGP, Punjab Lahore
- 2. Additional Inspector General of Police, Special Branch Punjab, Lahore.
- 3. The Registrar Security Exchange Commission of Pakistan, Edgerton Road, Lahore.
- 4. The Director General, Directorate of Monitoring, 346-B, V-Sat Building Adjacent to
- Arfa Software Technology Park, Ferozepur Road, Lahore
- 5. PS to AS (Police, Home Department
- 6. PA to DS (Police) Home Department
- M/s Lunar Security Services (Pvt.) Ltd, Office No. ZB-397, Street No. 1, Islampura, Pirwadhai, Rawalpindi.

SECTION OFFICER (GENERAL)

Section Officer (General) Government of the Punjab Home Department





#### LICENCE FOR SECURITY SERVICES

This licence is hereby granted under section 5 of Sindh Security Agencies (Regulation & Control) Ordinance, 2000 to M/S LUNAR SECURITY SERVICES (PVT) LTD. 16-A, BLOCK-A, DISTRICT COUNCIL FLATS, HYDERABAD to operate as private security agency in Sindh.

The licensee shall be subject to the provisions of the Sindh Private Security Agencies (Regulation & Control) Ordinance, 2000, rules made there-under and instructions issued by the Provincial Government from time to time.

The licence automatically stands expired unless renewed in accordance with the provisions of the rules.

SECRETARY TO GOVERNMENT OF SINDH HOME DEPARTMENT



No. SO (Sec) HD-7(28)/2012 GOVERNMENT OF SINDH HOME DEPARTMENT

Karachi, dated 09-06-2022

To,

**M/s. Lunar Security Services (Pvt.) Ltd.** Opposite to Kunar Plant OGDCL, Tando Jam, Hyderabad.

#### SUBJECT:-ANNUAL RENEWAL OF OPERATING LICENSE

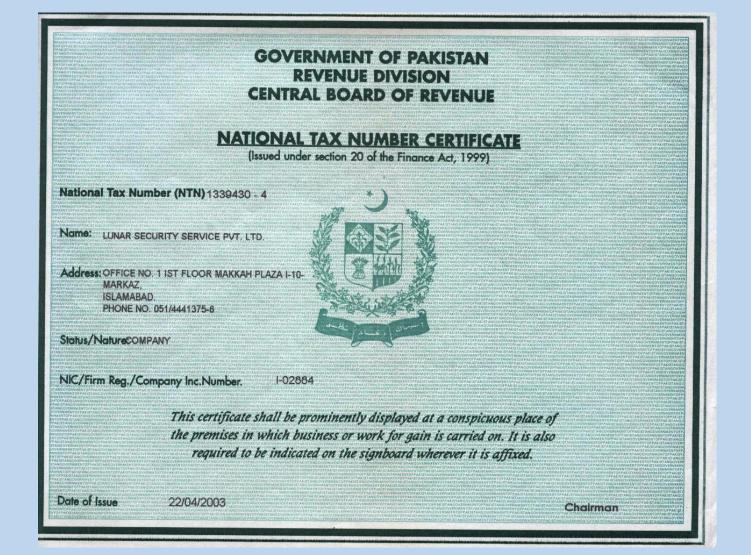
I am directed to refer to your application on the subject noted above and to convey approval of the Department for the renewal of your company Operating License **No. 253**, to operate as Private Security Agency in Sindh Province up to **31.12.2022.** 



(MUHAMMAD IBREES RANA) Section Officer (Security) Home Department

Ground Floor, Tughlaq House, Sindh Secretariat, Kamal Ata turk Road, Karachi
 +92 21 99217981, +92 21 99211355 Secy.home@sindh.gov.pk





7/8/2021





**Taxpayer Profile Inquiry** 

Printed On: 7/8/2021 12:18:03 PM

Registration No	1339430					
Reference No	1339430-4					
Registered for Sales Tax	Yes. w.e.f. 12-MAY-11					
Name	LUNAR SECURITY SERVICE (PRIVATE) LIMITED					
Category	Company - Company formed and registered under the Companies Ordinance, 1984 or any other law repealed thereunder					
PP/REG/INC No.	0042976					
Email	ser****slu***@yahoo.com					
Cell	****					
Address	OFFICE NO. 6, 2ND FLOOR AHMED CENTRE, I-8 MARKAZ, Islamabad Islamabad Urban					
<b>Registered On</b>	01-MAR-2002					
Tax Office	CTO ISLAMABAD					
<b>Registration Status</b>	Income Tax: Active , Sales Tax: OPERATIVE					
Sr.	Business/ Branch Name	Business/ Branch Address	Principal Activity			
1	LUNAR SECURITY SERVICES (PRIVATE) LIMITED	OFFICE NO. 6, 2ND FLOOR AHMED CENTRE, I-8 MARKAZ, Islamabad Islamabad Urban	802000-Administrative and support service activities/Security systems service activities/Security systems service activities			

دالقالعالي Form P1-02 **EMPLOYEES' OLD-AGE BENEFITS** INSTITUTION Under the Control of Government of Pakistan Ministry of Labour, Manpower and overseas Pakistanis (Labour Division). CERTIFICATE OF REGISTRATION ملك آف رجر لين Under Rule 3(3) of the درمنابد ۲ (۲) بطایق اولڈا کے بنی نیس دابو دن اددیم شده الزاد کا دیٹریشن ، دولز جریہ مشتق ایم Employees' old Age Benefits (Registration of Employers and Insured Persons), Rules 1976 This is to certify that Mr./Messrs\_LUNAR SECURITY SERVICES (PVT) LTD. تعديق كى جالب كرجاب اسيرز SERVICES Nature of Economic Activity, كاروباركى نوعيت OFFICE NO.1, 1ST FLOOR, MAKKAH PLAZA, Address. I-10 MARKAZ, ISLAMABAD. has/have been registered as Employer/Establishment. كرعشت آجرا اداره كم دمرك ياكي ب. 01-02-2005 Date of application of this Act\_ تاريخ اطراق قالون 09-09-2005 Date of Registration: \_\_\_\_ وريشن ك تارى 10 (TEN) No. of Employees at the time of Registration. (in words) رجريش كے دقت الاذين كى لقداد **Registration Number** R 0 8 وجزيش لا نبر Signature of Authorised Official . وستوافر محاز A. F. SHAIKH Deputy Director/Regional Head E.O.B.I. Regional Office Labour Oblision Dated\_09-09-2005 Governmant of Pakistan 25 Istamabad



#### OFFICE OF THE COMMISSIONER ICT EMPLOYEES SOCIAL SECURITY INSTITUTION (IESSI) PLOT NO. 166, ST. NO. 09, I-10/3, ISLAMABAD

No. 5/29/2013/IESSI-16001

Dated: 07th July, 2021

M/s Lunar Security Services (Pvt) Ltd,

(Duplicate)

Off. No. 6, 2<sup>nd</sup> Floor, Ahmed Center, 1-8 Markaz, Islamabad.

Subject:

#### **REGISTRATION UNDER THE SOCIAL SECURITY SCHEME.**

Reference your application dated 06-07-2021 on the subject. In pursuance of Notification No. 1(26)-Home/83-377 dated 31-01-2013 of

the Chief Commissioner, ICT, M/s Lunar Security Services (Pvt) Ltd is registered with this institution as per Section 1(3) of the Provincial Employees Social Security Ordinance, 1965 vide registration No. 5/29/2013-IESSI. The terms and conditions are given below:

- *i.* The establishment shall ensure to comply with the requirements of law, rules/regulations and instructions governing the subject.
- ii. It is liable to pay monthly social security contribution right from the date of constitution of IESSI i.e. 1<sup>st</sup> January, 2013 or the date of commencement of its business/work whichever is later, in respect of its all eligible employees/workers at prescribed rate of 6% of applicable minimum/maximum wage/salary from time to time as per provisions of the above Ordinance and the relevant Rules/Regulations.
- iii. It will be responsible to ensure timely payment of monthly social security contribution and fulfill necessary formalities in this regard.
- iv. The establishment shall maintain record of its employees and shall submit such returns to IESSI as per prescribed format as and when required.
- v. The authorized officials of IESSI shall check the books and record of the establishment to ascertain the correctness of any information as per provisions of the above Ordinance, if and when required.
- vi. The social security benefits shall be extended to eligible employees as per provisions of the Ordinance after completion of required formalities.
- vii. The establishment shall be responsible to meet any liability on account of concealment of facts.
- viii. Acceptance of any subsequent change in the existing reported strength of eligible employees would be subject to verification.
- ix. Any change in address would required to be intimated to this office forthwith.
- x. In case of separation of any employee, his social security card and medical book would be required to be returned immediately.

Naveed Ahmed

Social Security Officer (Recovery)

Copy to:

*i.* The Social Security Inspector with the direction to pursue the management for early activation and report the progress.



Mr. Zulfiqar Ali Lunar Security Services Office No 6, 2nd floor, Ahmed Center I-8, Markaz

Islamabad

November 28, 2022

Ref: GSER-10212/2022

#### Re: Renewal of Policy No. JLIGL- 012022010212, Due Date: 1st January, 2023

Dear Mr. Zulfigar Ali,

We are pleased to inform you that the above Group Life Insurance policy of Lunar Security Services is due for renewal on 01/01/2023. It has been a privilege for us to serve your esteemed organization during the year and it would be an honour to continue it in years to come.

In order to initiate the renewal process, we are enclosing the following:

Annex I Premium Bill for the period 01/01/2023 to 31/12/2023 Annex X List of Insured Employees (being sent through email for reconciliation with your record)

For the purpose of exact final billing you are requested to kindly provide us the updated list of employees, including all relevant information along with CNIC numbers as the CNIC numbers are mandatory for Insurance.

Should you find any discrepancy or require any changes in any of the above, please mark the changes and return to Jubilee Life Insurance Company Limited. Kindly note that the total premium payable for the period **01/01/2023** to **31/12/2023** is **Rs. 42,336**/-. You are requested to kindly arrange for the payment.

We look forward to strengthen our existing business relationship.

Kind regards and with best wishes, Corporate Business Operations.

C.C. : Muhammad Waqar Aziz

\*Please note that this is a system-generated letter and requires no signature.

Jubilee Life Insurance Company Limited Head Office: 74/1-A, Lalozar, M.T. Khan Road, Karachi - 74000, Pakistan. Phone: (021) 32120201, 35205094, Fax: (021) 35610959 Registered Office: 26-D, 3ª Floor, Kashmir Plaza, Jinnah Avenue, Blue Area, Islamabad. Phone: (051) 2821903, (051) 2206930-32, Fax: (051) 2825372, SMS: Your Query to 8554, UAN: (021) 111-111-554 (JLI), E-mail: info@jubileelife.com, camplaints@jubileelife.com, Website: www.jubileelife.com



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## More document required

- Medical fitness certificate
- Police Training certificate
- Fire fitting
- Fire safety
- Pakistan banking association
- Chamber of commerce



#### **UNDERTAKING**

M/S Lunar Security Services (Pvt) Ltd do hereby give a true and honest undertaking that if any our employee is involved in any illegal/criminal activity i.e. theft, dacoity, robbery murder or anti-state activity. The agency will take necessary legal action against the individual.

We also undertake to conduct our operations in accordance with the directions and instructions of Federal / Provincial Government, issued from time to time.

The uniform of our security guards will be as prescribed by the Federal Ministry of Interior, Islamabad and the Uniform of the security company shall be distinguishable from any law enforcement, military and Para-military agencies and that the name of private security company shall be written on the chest of the shirt.

We assure that the agency has performed its duties to the utmost satisfaction in the past and never been blacklisted nor are in litigation with any organization / department, private or public.

It is also certified that I have no connection with any unlawful organization including any Religious or Terrorist organization. Nor do we provide security to any unknown group/organization.



Zulfiqar Ali

Chief Executive



# Appreciation

## Letter



#### TO WHOM IT MAY CONCERN

This is to certify that:

Lunar Security Services (PVT) Ltd is in contract with the International Committee of the Red Cross (Islamabad) since 01 January 2006 till to date.

We are satisfied with their services provided to the ICRC.

This document is issued on their request.



Islamabad, 20 March 2018

International Committee of the Red Cross House 12, Street 83, G-6/4, Islamabad - 44000, Pakistan P.O Box 1554 T +92 51 282 4780 F +92 51 282 4758 Email: islamabad@icrc.org www.icrc.org

## Tabani global

June 25, 2021

#### TO WHOM IT MAY CONCERN

This is to certify that M/S LUNAR SECURITY SERVICES (PVT) LTD is in contract with our organization since June 2014 till date

We found the guards alert and devoted in the performance of responsibilities. We are pleased to record that their services are satisfactory and up to the desired standard

We therefore, have no hesitation in recommending to the respective clients

For

**TABANI GLOBAL** 

MAJID NASEER General Manager Regional Office-Islamabad C:0333-2369425 T: 051-2805056 F: 051-2274343 email: majid@tabani-group.com



HEAD OFFICE: Tabani Tower: 11-C, Bukhari Commercial Lane-S, Phase-6, DHA, Karachi-Pakistan. Tel: +92-21-35345551 +92-21-35345552 E-mail: info@tabani-group.com ISLAMABAD OFFICE

S.N.C. Centre, Block-12-D, Blue Area,

 Islamabad, Pekistan

 Phones
 : (92-51) 2271348-49, 2270352

 Fax
 : (92-51) 2273757

 E-mail
 : Isb@tabani-group.com

LAHORE OFFICE House No.711, Block-L, Phase-V, DHA, Lahore.

Tel : (92-321) 2725138 E-mail : lhe@tabani-group.com

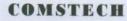
Website : www.tabani-group.com



#### COMSTECH

ORGANISATION OF ISLAMIC COOPERATION STANDING COMMITTEE ON SCIENTIFIC AND TECHNOLOGICAL COOPERATION الكومستيك

منظمة التعاون الاسلامي لجنه الدائمة حول التعاون العلمي والتكنولو



ORGANISATION DE LA COOPERATION ISLAMIQUE COMITE PERMANENT DE LA COOPERATION SCIENTIFIQUE ET TECHNIQUE

Ref: 1(10)/21-COMSTECH

Wednesday, June 30, 2021

#### CIATATION LETTER FOR LUNAR SECURITY SERVICES

- 1. It is cited that LUNAR SECURITY COMPANY has been giving impeccable security Cover to COMSTECH w.e.f. December 2005.
- The company has demonstrated a high degree of professional expertise and par excellence in giving security cover to us with apt satisfaction.
- We have found the guards on duty clad in excellent regalia and accoutrements, well-groomed in the realm of corporate security, debonair and suave.
- In this context, we recommend Lunar security services for any multinational outfit as this Company has always been responsive, exercised professional circumspection and Courtesy in the line of duty.

Azhar Majeed Security Officer

Syed Aftab Hussain Zaidi Senior Director (HR & Admin)

COMSTECH Secretariat, 33-Constitution Avenue, G-5/2 Islamabad-44000, Pakistan Telephone: 92 51 9220681-3, Fax: 92 51 9211115 / 9220265 / 9205264, E-mail: comstech@comstech.org http://www.comstech.org



#### Shandong Kerui Petroleum Equipment Co., Ltd.

Address: No. 233 Nan Er Road, Dongying, Shandong, PRCTel: +86-546-8179682Fax: +86-546-8179681http://www.keruigroup.com

June 21, 2021

#### TO WHOM IT MAY CONCERN

This is to certify that M/S LUNAR SECURITY SERVICES (PVT) LTD is providing security services at one of our projects for last 5 years.

The security services being provided are efficient and up to the desired standard. The guards are found disciplined, responsible and devoted to their duties.

For

Shandong Kerui Petroleum Equipment Co., Ltd

#### Tianshi International Pakistan Co. (Pvt) Ltd

1st Floor, Tiens Plaza, Block 20-A, G-8 Markaz, Islamabad | E-mail: customercare@tiens.com.pk



#### **CITATION LETTER FOR LUNAR SECURITY**

This is to certify that Lunar Security Services has been giving security cover to our organization since 2007 till to date.

The company has high degree of professional expertise and excellence in the giving security cover to us with satisfaction.

In the context we recommend LUNAR security services for any multinational outfit as this company has always been responsive and displayed high level of professionalism in their performance at all time.

TE 5 ISLAMABAD Sabiga Haider

HR Executive

#### HEAD OFFICE ISLAMABAD

1st floor Tiens Plaza, 20-A, G-8 Markaz, Islamabad, Pakistan. Tel: +92-51-2263249-55-55 Email: customercare@tiens.com.pk

#### TIENS ISLAMABAD

Ground floor Tiens Plaza, 20-A, G-8 Markaz, Islamabad, Pakistan. Tel: +92-51-2255204 Email: tienspakisb@tiens.com.pk

#### TIENS LAHORE

2nd Roor, Blue Mall, M.M Alam Road, Gulberg II, Lahore Pakistan. Tel: +92-42-35778891-92 Email: tienspakihr@tiens.com.pk

#### TIENS MULTAN

1st floor, A-9/A, Gulgasht Colony, Bosan Road, Multan, Pakistan. Tel: +92-61-6223699 Email: tienspakmuit@tiens.com.pk

#### TIENS KARACHI

Office No. 01, Hafeez Center A-34 Block 7 & 8 Shabbirabad, Shahrah-e-Falsal, Karachi, Pakistan Tel: +92-21-34550817 Email: tienspakkhi@tiens.com.pk



