

Directorate General  
Central Industrial Security Force  
(Ministry of Home Affairs)

13 CGOs Complex, Lodhi Road,  
New Delhi-03

No. E-42099/DG.Visit/Estt.II/2011-~~2020~~ 2628 Dated: 25 Nov, 2011

CISF HQRS CIRCULAR NO. 52 /2011

**SUBJECT : GUIDELINES FOR POSTING IN AIRPORT SECTOR**

CISF is a Central Armed Police Force (CAPF). It was declared an Armed Force of Union of India vide CISF (Amendment) Act No. 14 of 1983 dated 15.06.1983. It gives security cover to 309 public sector undertakings which includes sensitive and hyper sensitive units such as units of DAE, units of DOS, Airports, Ports, Units in the North East Region, J&K and LWE affected areas, important Government Buildings, places of historical and iconic importance ( Red Fort, Taj Mahal) and other sensitive units and installations in Power, Oil, Coal and other Sectors.

2. CISF at present is giving security to 58 Airports. The security to be provided at the Airports is of strategic importance. Further, Airports are spread across the length and breadth of the country and the Sector deploys more than 20,000 personnel to give security to the Airports. A number of Airports have high security threat and have been graded hyper sensitive and sensitive Airports.

3. As per Section 15 of CISF Act CISF personnel are liable to be deployed in any part of the country and abroad. However, keeping in view the welfare of the personnel as well as taking into consideration the operational and administrative consideration, CISF follows a policy of posting the personnel to their Home Zone after they have done the prescribed stints in Out Home Zone.

4. Civil Aviation Security is a specialized area. CISF personnel deployed in Civil Aviation security have to undergo basic AVSEC training/course. A large number especially ASIs and SIs those who have done graduation have to pass the screener test to make them eligible for screener duties. They are also tested periodically and if any one fails in the test, he/she rendered ineligible for the screener duties. Thus, Airport Security Group (ASG) has to provide large pool of skilled manpower whose skills are much more than an ordinary member of a CAPF. Given these considerations, CISF HQrs and Airport Sector have decided that CISF personnel will be deployed according to the guidelines given in the following paras.

5. Categorization of Airports(ASGs)

- a) Of the 58 Airports which CISF is guarding, 05 Airports viz ASG Delhi, Mumbai, Bangalore, Calcutta and Hyderabad are most important due to operational consideration and hence would be categorized as Category-'A' Airports rest of the Airports would be categorized as 'B' Category Airports as per Appendix-'A'.

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b) Airports where CISF would be inducted after issue of this order would be placed in category "B" unless otherwise notified.

6. Tenure in Airport Sector/ASGs:-

- a) Personnel will have a maximum of 12 years tenure for posting at Airports.
- b) For Executive cadre, the tenure in one ASG will be of 03 years (extendable to 4 years in extreme exigencies of service or operational requirements). Accordingly, a person will generally serve at 04 ASGs during their tenure in the Airport Sector.
- c) For Ministerial Cadre, the tenure in one ASG will be 04 years i.e. A ministerial cadre personnel will ordinarily have 03 postings in APS.
- d) Personnel can be shifted from their place of posting irrespective of tenure on administrative, operational or disciplinary grounds.
- e) No personnel will be posted in any unit twice. If any person is required to be posted to any unit for a second time due to operational, administrative or compassionate considerations, approval of DG/CISF will be taken for the same.
- f) Any person who has served at same location in the Non-Airport Sector Unit, will not be posted to the Airport on the same location. If the same is required due to operational, administrative or compassionate circumstances, approval of DG/CISF will be taken for the same.
- g) Postings in Airport Sector Units would be generally according to following combinations
- h) Possible rotations can be as follows:

Tenure	Combination-I Category of Airport	Combination-II Category of Airport	Combination-III Category of Airport	Combination-IV Category of Airport
First	A	B	B	A
Second	B	A	B	A
Third	A	B	A	B
Fourth	B	A	A	B

Airport Sector can make more combinations and permutations as may be required in the interest of operational and administrative requirements.

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28/4

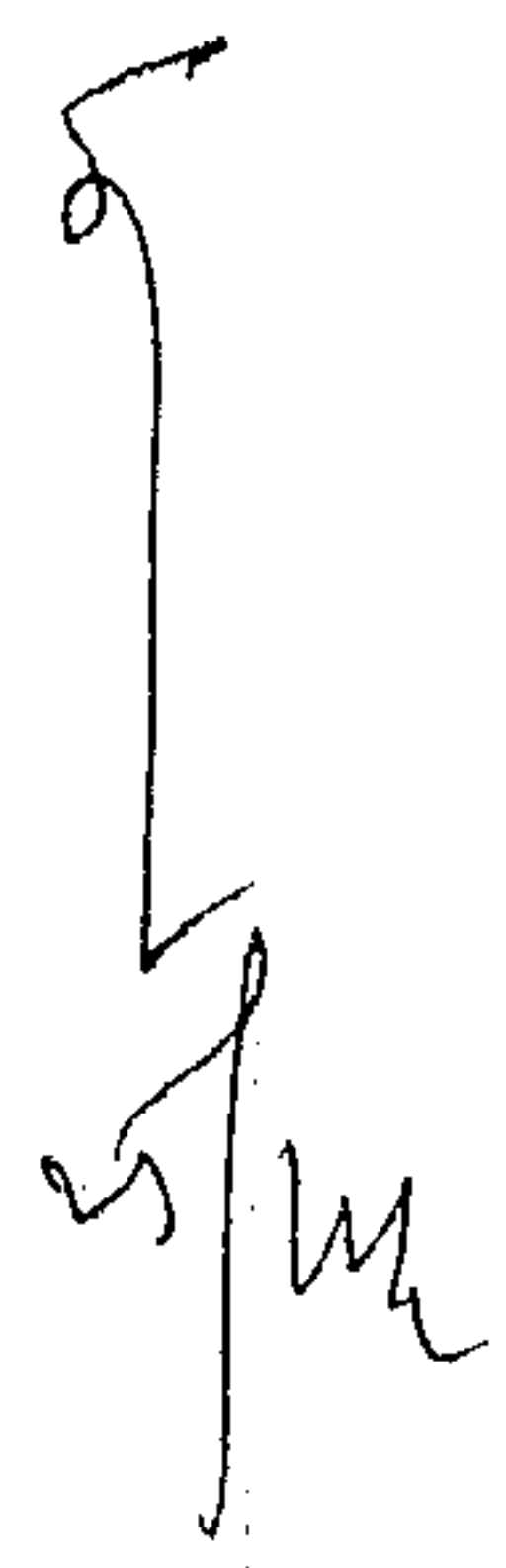
7. HOME ZONE/OUT OF HOME ZONE CONSIDERATION

- a) As outlined above, due to special operational and administrative requirements of the Airport Sector, it will not be possible to place the personnel in his Home Zone as is being done for Non-Airport Sector units. The geographical distribution of the Airport Sector is such that large number of personnel will have to serve Out of Home Zone tenures as CISF tries to keep a balance of Home Zone and Out of Home Zone personnel in each Sector/Unit due to operational, administrative and security considerations.
- b) In non- Airport Sector Units the personnel are posted to their Home Zones depending upon the number of personnel due for their Home Zone and also on the basis of waiting list maintained by Force HQrs for the personnel remaining out of Home Zone and due for Home Zone. It gives cut off years, a personnel must have spent in Out of Home Zone before posting to a Home Zone posting.
- c) Airport Sector will not be able to post the personnel in their Home Zone as per the cut off list which is maintained by Force HQrs and the personnel will have to serve in Out of Home Zone Airports for longer durations. The cut off years which a person would have to spend in Out of Home Zone before being considered for Home Zone would be more than that of maintained by CISF HQrs for non-Airport Sector units. **The criterion for deployment in Airport Sector would be basically according to "A" & "B" categories as given in para-6 above.**
- d) Airport Sector will be following Home Zone/Out Home Zone policy laid down by CISF HQrs but it may not be able to give Home Zone posting to personnel in some Sectors where number of airports is less. It implies that Airport Sector will be keeping personnel in Out of Home Zone above the years/cut off specified by CISF HQrs. However, if Airport Sector wants to put a person in Home Zone in relaxation of criterion /cut off laid by FHQ, permission of DG, CISF would be taken.

8. HARD AREA POSTING TENURE

- a) The new Force HQrs Policy envisages two (02) hard areas posting for each personnel. When posted to APS, 01 hard area posting will be given to the personnel.
- b) There are not sufficient numbers of hard area ASG postings. At the same time, Airport Sector is bound to have personnel from NEZ who may be required to be posted to NEZ due to their Home Zone considerations. The second Airport Sector posting in NEZ for personnel belonging to NEZ, therefore, will not be considered hard area posting.

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9. **POSTING TENURE OF OTHER TECHNICAL STAFF**

Airport Sector will stick to the Home Zone and Out of Home Zone as per Force HQrs Policy in their posting. If any exception is required in a particular case due to operational, administrative and security considerations, approval of DG/CISF will be obtained.

10. **POSTING TENURE OF WOMEN EMPLOYEES**

CISF women personnel will be given two (02) out of home zone posting for 06 years before being considered for Home Zone posting. They can be considered for home zone posting after they have spent a total of 06 years out of home zone including the previous posting in Non-Airport Sector units subject to availability of vacancies in the Home Zone and also subject to the operational and security requirements in the Airport Sector units of that Home Zone.

11. **POSTING TENURE OF COMPASSIONATE APPOINTEES:**

- (i) Airport Sector will try to adjust the women compassionate appointees in their Home Zone subject to availability of vacancies and also according to operational and security requirements of the units.
- (ii) The policy for the male compassionate appointees will at par with the policy for other male CISF personnel outlined above in paras 6 to 8.

12. **POSTING TENURE OF EX-SERVICEMEN:**

Ex-servicemen will be given 01 out of home zone posting in the Airport Sector before being considered for Home Zone Sector and as per the operational and security consideration of his Home Zone. No Ex-servicemen can be posted to an Airport of his home state more than one tenure of 3 years.

13. In case of serving couples, both husband and wife should have completed the Out of Home Zone tenures before being considered for posting to either of their Home Zones i.e. especially husband must have more service in the out of home zone above the cut off list for being his home zone posting maintained by Force HQrs.

14. This issues with the approval of DG/CISF.

(S.B. Singh) 25/11/17  
Inspector General(HQrs)

**Copy to:**

1. Special Director General(AS), New Delhi
2. Inspector General(AS)/ All Sector IsG including TS
3. All DIsG (Airport/Zonal/Plant/Trg.Inst/ SSG/ GBS/ DMRC)
4. All Units headed by Commandant/Gp.Comdts/Dy.Comdts/Asstt.Comdts/Incharges

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Appendix 'A'

Category 'A' Airports

1. ASG Delhi
2. ASG Mumbai
3. ASG Bangalore
4. ASG Kolkata
5. ASG Hyderabad

Category 'B' Airports

Srl No.	NEZ	Srl No.	NZ	Srl No.	WZ	Srl No.	SZ	Srl No.	EZ
1.	Agartala	1.	Agra	1.	Ahmedabad	1.	Calicut	1.	Bhubaneswar
2.	Bagdogra	2.	Amritsar	2.	Augangabad	2.	Cochin	2.	Gaya
3.	Dibrugarh	3.	Bhunter	3.	Bhopal	3.	Coimbatore	3.	Patna
4.	Dimapur	4.	Chandigarh	4.	Bhuj	4.	Chennai	4.	Ranchi
5.	Guwahati	5.	Dehradun	5.	Bhavnagar	5.	Madurai		
6.	Imphal	6.	Jaipur	6.	Goa	6.	Mangalore		
7.	Jorhat	7.	Jodhpur	7.	Gwalior	7.	Tirupati		
8.	Lilabari	8.	Kanpur	8.	Indore	8.	Trichy		
9.	Port Blair	9.	Lucknow	9.	Khajuraho	9.	Trivandrum		
10.	Silchar	10.	Shimla	10.	Nagpur	10.	Vishakhapatnam		
11.	Shillong	11.	Udaipur	11.	Pune				
12.	Tezpur	12.	Varanasi	12.	Porbandar				
				13.	Rajkot				
				14.	Raipur				
				15.	Vadodara				

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