

SANJAY BOSE

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Security Operations and Management Professional

Versatile professional having a result oriented approach, with over 27 years of enriching experience in key positions and domains, spanning- planning, evolving and mapping operational, administrative and security strategies & policies; reviewing organizational effectiveness, critical incident/crisis management response procedures/operations, corporate investigations (fraud, workplace violence), corporate & industrial security compliance assessments, civil liaison for business continuity, implementation of global safety/security norms and awareness training and IPR enforcement. Skilled in formulating, executing & directing modern security, intelligence & surveillance systems.

Skills and Attributes

Leadership: Confident, innovative, decisive and adept to environment.

Communication: Persuasive, interpersonal, influencing and negotiating skills.

Decision Making: Demonstrated maturity, perseverance and innovative skills in problem solving. Ability to perform tasks diligently under severe stress and adverse conditions.

Management: Measured and balanced approach on rightful utilization of human, financial and material resources, aiming at best practices and limit expenditures. Ability to synergize team spirit & morale.

Operational Plan & Analysis: Ability to plan a new proposal with ROI, capable of assessment/formulation of business plan and assess competition in market and bring smart advantages.

Crises Management: Prevent occurrence of crises by planning contingencies and rehearsals.

Loss Prevention: Demonstrated ability to prevent loss of assets.

Organizational Experience and Accomplishments

01/09/2010 – 30/11/2014: Casa Paradox as Chief Director Operations - a 300 Crore INR, Architecture & Interior Design consultancy & customized furniture manufacturing Company

Role and Functioning: Challenged to completely overhaul the organization to increase profitability and sustain growth.

Notable Accomplishments:

- ⇒ **Loss Prevention:** Carried out a thorough case study, investigated and prepared a presentation with ROI, for the Board of Directors. Oversaw and implemented installation of surveillance devices and bio-metric access equipment across offices, manufacturing unit and retail showrooms. Trained and nominated personnel to monitor. Enabled me to curb thefts and pilferage of company assets and willful damage **costing the Company approximately 50 Lakhs an annum.**
- ⇒ Wrote and systemized responsibilities, authentication and process for procurement/purchase department. **Saving accrual was to the tune of 70 Lakhs.**
- ⇒ **Interpersonal and Security Management:** Introduced NON DISCLOSURE AGREEMENT with all Vendors and carried out visits to their workshops, thereby eradicated copying of Products and sale in open market. Wrote and implemented policy on Ethics (Code of Conduct) and got a central server installed. Ensured that all employees have understood the implications and hence negating Architects and Designers carrying out side business. Led to stopping breach of IPR and theft of designs & patterns. Carried out liaison with police which ensured lodging of FIRs against culprits, night patrolling of remote production units and impromptu visits as deterrence.
- ⇒ **Business Continuity Planning:** Envisaged three criticalities that led to complete stoppage of business. Breakdown of IT infrastructure including corruption of data, non-availability of firefighting equipment & no tie ups with local Firefighting departments and disruption of supply of raw materials. Employed an IT personnel and provisioned for additional data storage. Implemented Fire hazard security measures i.e. segregated materials as per fire hazard, purchase of firefighting equipment and regular inspection by governmental agency, trained and ensured firefighting drills are carried out; led to successful diffusing, outbreak of three major fires without loss of personnel or property. Directed Procurement/Purchase department to go in for multiple vendors.
- ⇒ **Physical Security:** Identified the organizational protection goals and objectives. Wrote and implemented the Security Manual. Ensured that outsourced security agency understand our needs, report incidents on occurrence and are responsible for any breach of security. Transport were fitted with GPS, Key box were installed and report given on closing of all units, movement of all materials and finished products were controlled through movement slips & central data registry, personnel were trained on evacuation drills in case of disaster etc.

- ⇒ **Internal Audit:** Conducted it along with CA on F&A department and implemented various actions to curb fraudulent activities, improved reporting, cash collection drills, immediate reporting of sales etc.
- ⇒ **External Audit:** Carried out investigations on vendors, company employees, and outsourced partners with outside aid when required. Led to removal of couple of personnel and vendors. Attained reduction in the outlay to vendors by **22% i.e. 5.75 Crore annually.**

01/08/2009 – 30/09/2010: Essem Hightech as GM, Strategic Initiative - a 200 Crore INR, Security Services Company

Role and Functioning: Onus for establishing strategic vision & mission for Homeland & Industrial Security (region-wise for India).

Notable Accomplishments:

- ⇒ **Strategic Management:** Successfully negotiated with Companies like Magal, Ultra Datal Electronics and Navtech Radar as our Associate Partners giving strategic vision on the Needs of Homeland Security and Industrial Security. Initiated discussion with Janus to introduce concept of Fusion Centre and National Centre for Counter Terrorism in India. Discussed and presented the Secretary, MHA and Director CBI the concept.
- ⇒ **Business Development and Project Management:** Carried out a complete threat evaluation and analysis of the Bokaro Steel Plant and briefed the Board of Directors of SAIL on comprehensive and pragmatic security solutions. **Led to the securing of Project worth 3.75 Million USD as a Pilot Project. Mentored the project till installation.** Developed the concept of **Interior Economy**, whereas the Company could save couple of millions without utilizing outside resources for securing the perimeter. Was appreciated by Directors of Bokaro Plant.

01/07/2008 – 30/04/2009: Punj Llyod Limited as DGM HR & Administration - a 4 Billion USD, Engineering, Procurement and Construction Company (Doha, Qatar)

Role and Functioning: Onus for directing and monitoring HR, Administration and Security for 5 EPC projects across Qatar worth 2.2 Billion USD with 3000+ staff and 21 construction sites.

Notable Accomplishments:

- ⇒ **Loss Prevention:** On observing usage of water being consumed @ 350 as against 180 liters per day per employee. Carried out surprise check at multiple locations and found water browsers carrying only 50% water. **Led to saving of 1.2 crores a month.**
- ⇒ **Security and Intelligence Management:** Through employing the concept “Eyes & Ears” in projects, was able to nab multiple personnel involved in nefarious activities i.e. using equipment and utilities from the Project stores and producing purchase bills, taking bribes from vendors and taking cash from labors for employment. **Items affixed in each Transfer point office was for approximately 15 Lakhs.**
- ⇒ **HS & E:** Formulated & executed systems for enhanced coordination with the Project Managers/ Directors, Health Safety & Environmental Managers & allied service departments for efficient project operations. **Led to Zero breach of security on sites, no accidents and no major safety violations.**
- ⇒ **Coordinating Security:** Initiated processes to centralize application for issue of Identification cards, work permit cards, heavy equipment security check and safety cards and accident prevention directives. This led to better coordination with civic agencies as a single window interface, delays in obtaining these was mitigated, central data was available at the HQ, work at project sites did not suffer and movement of all personnel, heavy equipment & transport was regulated.
- ⇒ **Perimeter and Physical Security:** Wrote and implemented local security SOP. Coordinated with other companies for information regarding breach of safety in case of fire hazard, established gate passes at camps and construction sites for movement of personnel and materials, trained the administrative & security staff regarding managing breaches and escalations, implementation of regular fire drills and repair of fencing where necessary.
- ⇒ **Management of Work Place Violence and Incidence Response:** Nominated team at each project with Construction manager as the team leader with members from the administration department, chief supervisor of labor, chief supervisor of Soldering team and public relation officer. Liaison was effected with local police and beat officer. **Two major incidents was mitigated.**

13/06/1987 – 30/06/2008: Commissioned Officer, Indian Army

Role and Functioning: Successfully functioned in various appointments. Onus for security & administration of vehicles, facilities (various messes, office complexes, canteens, workshop, conference rooms & halls, sport complexes and housing complexes), warlike equipment worth 200 Crores. Carrying out operational review, risk assessments and analyses, contingency planning and security of men, material, vulnerable points & areas, both physical and electronic, in high risk and hazardous regions against anti-national elements and adversaries. Led and mentored teams (10-150) on establishment of

physical, electronic & cyber security infrastructure, mobilization of men, material and other resources over long hauls, security intervention and high risk missions.

Notable Accomplishments:

- ⇒ **Selected on professional merit to represent the country** as a member of the diplomatic delegation to USA & Bhutan also as a team member for planning manpower (1.12 million) of the Indian Army at various Strategic Units on recommendation of Bagga Commission.
- ⇒ **Risk Assessment and Deployment of Intelligence & Surveillance Equipment and Perimeter Security:** Onus for carrying out reconnaissance or 100 Sq Km, holistic review of intended security breach by perpetrators, selection of sites for deployment of surveillance equipment, placement of armed teams on intended locations of breach, engineering effort for layout of defensive perimeter (both overt & covert and passive and active), mentoring and training teams on proactive and reactive measures. **Successfully completed the task within five months with one month to spare.**
- ⇒ **Social Accountability (Psychological Operations to Win Hearts and Minds):** Developed & executed skill development training to empower women in remote areas encompassing over 10 villages involving strength of 115 women receiving training in knitting/ stitching/ tailoring, soft skills and Computer literacy. Arranged sales of products through civilian and AWWA shops. Promoted education of girls who were further inducted in government and civil agencies as data operators & receptionists, etc. Responsible to develop two complete villages in terms of education, health & hygiene, sanitation, medical camps, women empowerment, skill development & sports activities.
- ⇒ **Intelligence Operations:** Compiling human intelligence reports both by overt and covert operations, on given Anti national elements organizations. This included liaison with Para Military Forces, Local Police operatives, developing informers and laying down covert observation posts. **Led to arrest of two high level commanders.**
- ⇒ **Security Operations:** Successfully mentored and led teams of 10-150 for critical missions and accredited with two Commendations Cards.

Professional Development

- ⇒ Post Graduate Certification for Business Management from Management Development Institute, Gurgaon.
- ⇒ MSc in Environmental Science.
- ⇒ Graduate from National Defence Academy a Premier Tri-Services Institute.
- ⇒ Diploma in Industrial Counselling & Personality Management.
- ⇒ Certificate in Corporate and Industrial Security, Safety & Intelligence Management and Logistics Administration.
- ⇒ Instructor Commando training.
- ⇒ Trained in combating Counter Terrorism activities, Cyber Security and Protection of Assets, Loss Prevention, Formulation and training of Quick Reaction Teams.

Other Interests and Achievements

- ⇒ Established a Mountain Climbing institute with indigenous resources. Successfully trained more than 500 personnel over two years.
- ⇒ Organized a Half Marathon to commemorate Golden Jubilee Celebration of my School. Raised over 30 Lakhs and involved the civil administration for successful implementation of the event.
- ⇒ Captained Services Junior Football team at National level.
- ⇒ Won the Command Championship in Army Rifle Association Competitions.