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polimek®
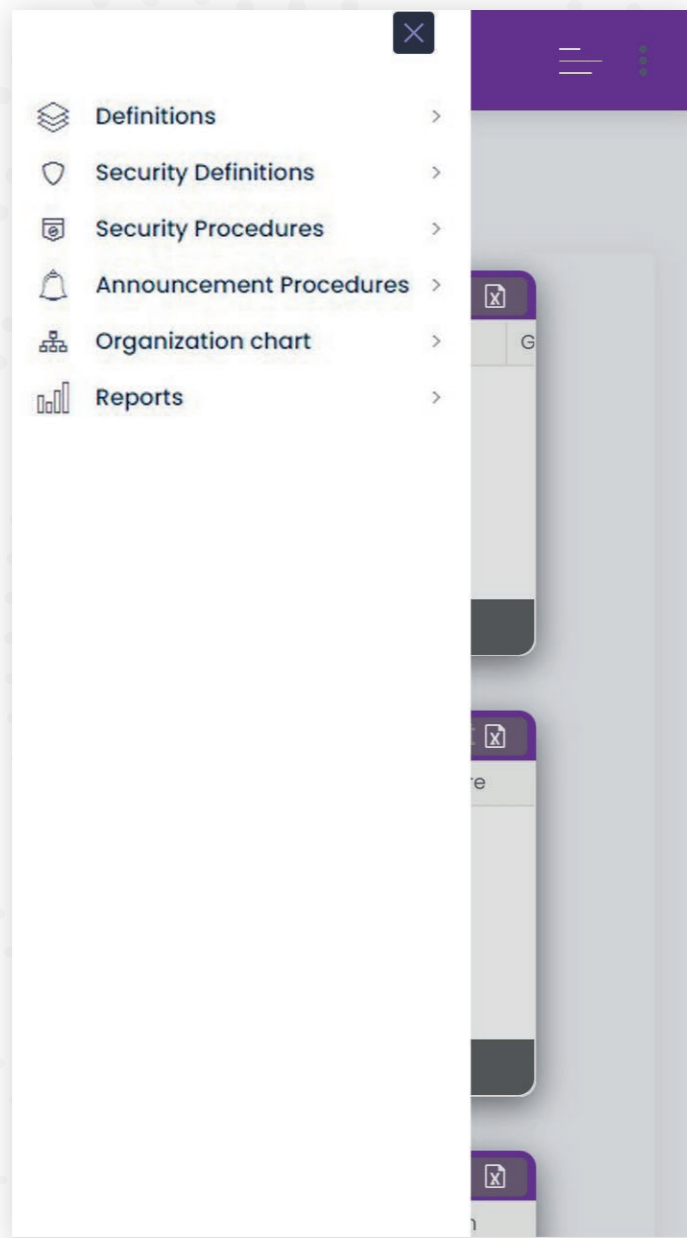Control and Security Systems Manufacturer

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WEB BASED GUARD TOUR
GUARD TOUR CONTROL SYSTEM

MENU

- Definitions
- Security Definitions
- Security Procedures
- Announcement Procedures
- Organization chart
- Reports

Definitions

Units:

The company's organizational chart establishes the hierarchical structure of units.
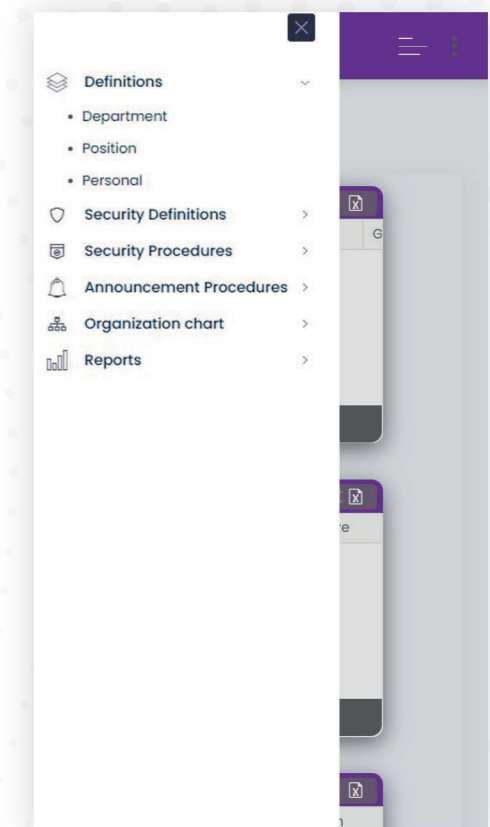
Positions:

The organizational chart outlines the structure of positions within the company.

Allows for the addition and diversification of roles such as General Manager, Security Manager, Security Officer, etc.
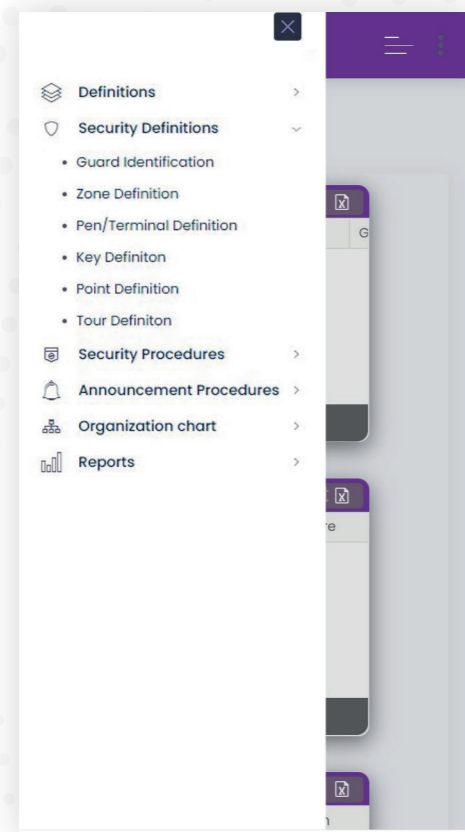
Personnel:

Employees of the company including employees, guards, and other staff, are clearly defined.

Once entered into the system, personnel are assigned to specific units and positions.

Security Definitions

Definitions

Security Definitions

- Guard Identification
- Zone Definition
- Pen/Terminal Definition
- Key Definiton
- Point Definition
- Tour Definiton

Security Procedures

Announcement Procedures

Organization chart

Reports

Security Officer Definition:

Personnel identified in the application are chosen to serve as security officers and assigned to their respective roles.

Zone Definition:

The process of defining zones enables the monitoring of various locations belonging to the company.

Users have the flexibility to define multiple zones, including assigning a zone name, responsible person, security checkpoint, and the security personnel assigned to that particular zone.

Pen Terminal Definition:

Allows for the registration of owned Polimek Smart Pens. On the screen, users can enter details such as the pen number, name, terminal type, terminal model, zone selection, and configure settings for data clearance after transferring.

Key Definition:

In this screen, the user assigns security officers to their existing keys and can group the keys in any desired zone.

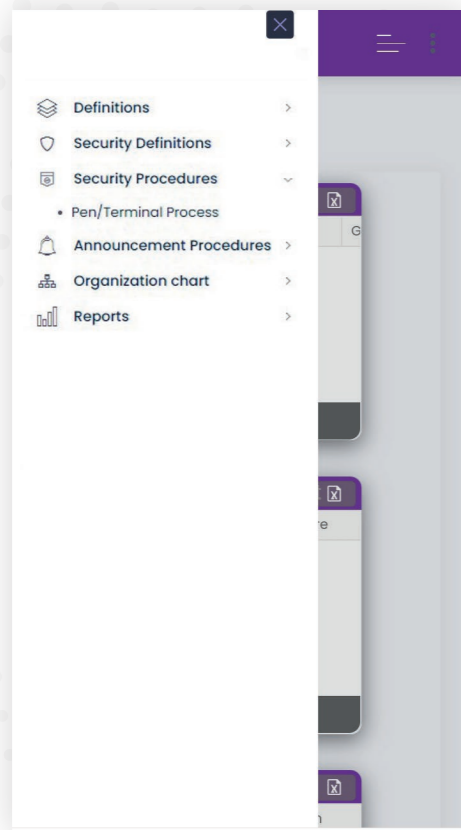Additionally, the user can assign a usage period (duty period) to the keys.

Security Point Definition:

This section allows the user to include the security points they want to monitor in the system. They can transfer them to one or more previously created zones with a desired name and description.

Patrol Definition:

This screen is where the user creates patrols, defining the zone, patrol duration, and security officer assignments.
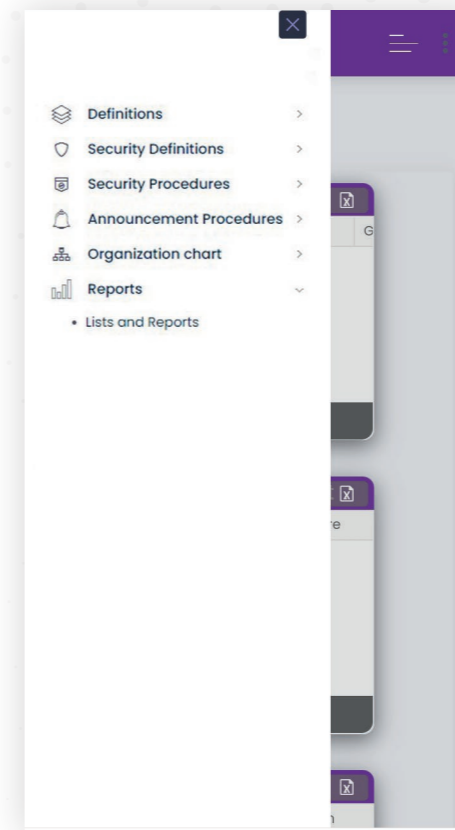
Security Definitions

Pen / Terminal Operations:

This screen facilitates the communication between the pen and the computer, enabling various operations.

These operations encompass tasks such as retrieving the record count, reading and programming the pen number, as well as reading and programming the current time of the pen.

Reports:

Under the List and Reports menu,

you have access to the following reports related to patrols:

• List of patrols
• Patrol completion report
• Security activity report
• Security checkpoint activity report