

# Proposed ALEMA Access Control Policy

## ALEMA Access Control Policy

### Access into Aloes Lifestyle Village

1. By registering for Access into The Aloes Lifestyle Village, residents acknowledge
2. and agree to all the rules pertaining to the MOI and Code of Conduct rules of ALEMA.
3. Once Visitors enter The Aloes Lifestyle Village, the Resident is responsible for them following the above.

### Residents Access

Driving  
Cycling  
Walking

1. All Residents and their family living within the Aloes are to register for the biometric system.  
Biometric Access System  
A system that record's fingerprints and allows access through the main gate(s) and access into their specific Sub-Estate.
2. Any Resident and their family living within the Aloes who does not have a readable finger print will be issued with a Credit Card Tag.  
Tag holders are to please consider their responsibility in this regard.
3. Cyclists are to use the visitors lane to enter and exit the Estate.
4. Pedestrians may only use the designated turnstiles and are not permitted to use the Traffic Barrier entrances.

### Visitors Access

1. Security will call Resident on one of two number provided.
2. Once permission is given, security will issue Visitor with a Sub-Estate specific
3. Credit Card Tag.
4. This will allow access and Exit into the sub Estate.
5. For Exit from Aloes, this Tag will need to be deposited into the exit Box in the
6. Visitors Lane and Security will have to Tag the Visitor out with his finger print.
7. Visitors for longer periods can be registered by the Estate Management Company.

8. Frequent visitors may be registered with The Estate Management company, once relevant documentation and approval is confirmed.

### **Domestic Help**

1. All Domestic Help need to be biometrically registered,
2. Workers are registered for specific days and specific time.
3. Domestic Help may walking in the Estate.

### **Building Contractors.**

1. For work that will be of a period longer than 1 week.
  - Workers to wear coloured name tag to specific Sub-Estate.
  - Workers are to gain access through turnstile and collected by driver in waiting area. (No Walking, with in the Estate.)
2. Emergency Contractors.
  - Home Owner to give permission.
  - Process as per Visitors.
  - Will be limited to a driver and two Assistant.