

SOP : ELECTRONIC BOOM BARRIER SECURITY

1. An Electronic Boom Barrier has been installed at No.1 Gate which will enable members / tenants to drive into the society premises without stopping. For this purpose, they will be required to get a onetime RFID Tag. All vehicles without RFID Tags will continue to use the existing gate. Entry with the existing stickers will be permitted till 31 May 2018. After that, the existing Stickers will become invalid and entry through the normal gate will be permitted after making physical entry in the register.


System for Issue of RFID Tags

2. (a) RFID Tags will be issued only to resident members/ tenants for the number of vehicles for which they have authorized parking and to permanent employees of the Society. RFID Tags will not be issued to tradesmen or other contractors / regular visitors.
- (b) RFID Tags will be issued only for vehicles registered in the names of the resident owner / tenant / their in living family members.
- (c) Tags will be issued for all the vehicles held against a Flat at one go. Individual issue will not be done, except for vehicles acquired at a later date.
- (d) RFID Tags will be accompanied by a Sticker, both of which would be pasted on the wind screen of the car.
- (e) Any transfer of RFID to unauthorized individuals will result in automatic cancellation of the facility and lodging of a report with the Police.
- (f) RFID Tags and Sticker will be returned by tenants before leaving the society. In case of shifting to another Flat within the society, a fresh RFID Tag / Sticker will be issued.
- (g) RFID Tags and Sticker would entail a onetime payment of Rs 300.

Issue of RFID Tags

3. Issue of RFID Tags has commenced.

Date:  March 2018



Col R S Rathee(Retd)
President

APPLICATION FOR ISSUE OF RFID TAG(S)

1. Flat No - _____
2. Rank and Name - _____
3. Status - Member / Tenant (strike out whichever is inapplicable)
4. Mobile No. - _____
5. Email ID - _____
6. Parking Space allotted to the Flat _____
7. Paid Parking (if any) _____
8. Vehicles for which RFID Tags are required:-
 - (a) Vehicle 1
 - (i) Type of Vehicle - Four Wheeler / Two Wheeler
 - (ii) Make of Vehicle - _____
 - (iii) Registered No. - _____
 - (b) Vehicle 2
 - (i) Type of Vehicle - Four Wheeler / Two Wheeler
 - (ii) Make of Vehicle - _____
 - (iii) Registered No. - _____

Date:

(Signature)

For Office Use Only

1. Photocopy of RC verified with original and attached. Yes / No
2. Tenancy Agreement held with the office. If not, photocopy of agreement attached.

(OIC Security)

(General Secretary)

(President)

Note :- RFID Tag and Sticker will be affixed by the Supervisor after 3 days.

RFID Tag and Sticker No. _____ affixed on _____.

(Supervisor)