

**SANDEEP VIHAR (AWHO) WELFARE AND MAINT SOCIETY**  
**GH – 79, SECTOR 20, PANCHKULA**

**SECURITY PROCEDURE FOR SANDEEP VIHAR**

1. Sandeep Vihar being the abode of serving and veteran army personnel needs to be particularly vigilant about its security in the current environment. Maintenance of security is dependent on access control to include vehicles and persons.
2. Ensuring of efficient security entails some discomfort to the residents and their guests, especially in the initial stages of implementation. Smooth functioning of the security system requires the support of all residents.

**VEHICLE MANAGEMENT**

**Vehicle Access Management**

3. Entry of vehicles will be only through Gate No 1 and exit through Gate No 2. In order to ensure that bona fide residents are not unduly delayed at the entry point due to checking of visitors, a second gate with a Electronic Boom Barrier has been installed. Resident vehicles fitted with RFID Tags will be able to enter automatically through the Electronic Boom Barrier, while all other vehicles will be stopped and checked. Entry will be permitted only after ascertaining the bona fides of the visitor and making an entry in the Visitors Register. Visitors to AWHO Office and Shopping Complex will be directed to gate No 2 for entry on foot.

**System of Issue of RFID Tags**

5. Since RFID Tags will permit free access to the Society, stringent measures will be required to ensure their issue only to authorized individuals. The following rules will be applicable:-



- (a) RFID Tags will be issued only to resident owners / tenants for the number of vehicles for which they have authorized parking and for employees of the Society. Tags will not be issued for vehicles in excess of the authorized parking available to the Flat.
- (b) RFID Tags will be issued only for vehicles registered in the names of the resident owner / tenant / their in living family members. Residents using vehicles registered in names of other persons will have to submit a prescribed Indemnity Letter.
- (c) RFID Tags will be accompanied by a Sticker which would be pasted on the wind screen of the car.
- (d) Any transfer of RFID to unauthorized individuals will result in automatic cancellation of the facility and lodging of a report with the Police.
- (e) RFID Tags and sticker will entail a one time payment of Rs 300/-.

#### Discontinuation of Existing Stickers

6. The existing stickers will cease to be valid from 30 June 2018, after which all vehicles without Tags will be required to make entry at the Register at the Gate.

#### Parking

7. AWHO had constructed parking slots as required by HUDA Bye Laws. Some additional parking slots were created by the Society. Today, for 556 Flats, we have a total of 689 parking slots. That is 607 allotted by AWHO to owners and 82 paid parking's. This works out to an average of just 1.24 slots per Flat. However, it is seen that many residents have two cars and some even have up to five cars. This





socio economic phenomenon of each family having more than one car is not unique to our Society. Other Societies in Panchkula and other cities have the same issue. But the problem is managed by them by permitting only one car to be parked within the Society and the rest are required to be parked outside the Society.

8. It has therefore been decided that a Flat can have no more than two vehicle parked within the Society, depending upon the authorized parking space available for it, i.e. Parking Space allotted by AWHO and paid parking space temporarily allotted by the Society. Additional vehicles may be parked under own arrangements in the hard standing available adjacent to Gate No 2.

9. The allotted parking space under stilts may be used only to include the allotted space and may extend rearwards to the same level, i.e the slope will not form part of the parking. No encroachment will be done of central areas

10. Since the number of paid parking slots is also limited, a maximum of one paid parking slot will be allotted to a Flat. In case of shortage of paid parking, priority for allocation will be given to Flats whose parking space is too small for their car.

11. There are some Flats whose allotted parking space remains vacant since they have no car. Such Flat owners can help the Society to optimize parking by making the space available to the Society for use as paid parking. The rental for the period that it is used will be adjusted against the Society Charges of the Flat.

#### Guest Parking

12. Visitors are required to park their vehicles in the authorized parking of their hosts, or in the specified Guest Parking slots. Guest Parking slots are meant only for casual visitors making short visits.

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Overnight parking by Guests is to be done in the space outside the Community Centre, for a period not exceeding three days. When Guest vehicles are to be parked in excess of three days, they will deposit parking fee at the rate of Rs 50 per day, or may take a monthly space at the rate of Rs 300 per months, as convenient to them..

13. Residents are expected to ensure compliance by their Guests.

Action in Case of Unauthorised Parking

14. Any vehicle parked in contravention to the above, is liable to be clamped and a penalty of Rs 300/- will be required to be paid for the same.

MANAGEMENT OF ENTRY OF PERSONNEL OTHER THAN RESIDENTS

15. All individuals entering the Society, who are not residents, will either be in possession of a Pass issued by the Society or will make an entry in the Register kept at Gates 1 and 2. Entry through Gate No 3 will be restricted to walk in walk out for Residents and Pass Holders only. Passes will be issued to the following category of persons:-

- (a) Society employees - Free
- (b) Serving defence personnel - Free
- (c) Maids / Car Cleaners / Dhobis / Repairmen- As approved by the Management.

16. Serving Defence Personnel. Service Defence Personnel who regularly enter the Society in connection with their duties will be issued a Pass after submission of the appended form. These are required to be completed by 15 June 2018, after which entry will be restricted.





17. Casual Repair Persons. Casual Repair Persons will be permitted to enter the Society for a maximum of three days by making entry at the Gate and after telephonic verification by the resident where the work is to be carried out. After three days, a temporary Pass will be required to be made.

Date : 06 Jun 18



(Col R S Rathee, Retd)  
President

APPLICATION FOR PASS FOR ARMY PERSONNEL

1. Flat No. \_\_\_\_\_
2. Rank & Name of Officer Applying \_\_\_\_\_

Details of Army Personnel

3. Pers No. \_\_\_\_\_
4. Rank. And Name \_\_\_\_\_
5. Parent Unit \_\_\_\_\_
6. Mobile Number. \_\_\_\_\_
7. Type of Vehicle Used. \_\_\_\_\_
8. Registered Number. \_\_\_\_\_

Date :-

(Signature of Applicant)