

Visitor Management System (ViMS) for Large Corporation

WHAT IS THE GENERAL REQUIREMENT & BENEFITS OF VIMS FOR LARGE CORPORATIONS

- 1** Visitors are not allowed to simply enter premises as it will require verification that visitor has appointment with staff and visitor either can only enter to designated waiting area or staff need to come out & escort visitor into the premises.
- 2** Any external visitors or contractors (and even employee) going into the premises would need to have temperature capture and provide current health declaration.
- 3** Of course, during emergency, company must be able to quickly provide evacuation list of all the people including visitors that have entered the premises.

BENEFITS OF HAVING VISITOR MANAGEMENT SYSTEM



Visitor registration verified against



National IDs



Driving Licence



Potentially other national credentials



Compliance to Personal Data Protection Act



Keep visitor information confidential by not exposing the information openly on a log book.



Information is secured with proper encrypted database and only authorize personnel can access the information.



Every access into the system is tracked with audit trail where every transactions is traceable for investigation purposes if any breach occurred.



Auto-delete configuration is available where all visitors' information will be deleted at certain time.



To help Comply with ISO 27001 Secure Physical and Environmental Areas Audit



Control of who can access specific locations of the organisation for staff, visitors and external cleaners/facilities maintenance resources. Database of information is secured with proper encrypted database and only authorise personal can have access to the information



Controls relating to incoming materials (e.g. deliveries) and the control of outgoing materials at Delivery & Loading Areas.



COVID-19 Requirement for Visitor



Registration of visitor contact details together with temperature data



Easy contactless self-filling up of Health Declaration form by visitors



Auto alert or no check in allowed if temperature above limit or visitor do not complete their health declaration form



Limiting on number of visitor allowed in the premises to ensure no over crowding



COVID-19 Requirement for Employee



Easy contactless self-filling up of Health Declaration form by visitors



Works with Facial Recognition to automatically capture temperature to make sure not above limit & verify that health declaration done before entry allowed.



Overstay



Every visitor registered can be assigned with number of hours allowed and system give alerts once overstay



Vehicle Matching & Job Order Verification for Driver



Company can upload expected drivers and vehicle licence plate number expected so guard van verify who are authorised to enter.



System can be integrated with warehouse management system or can have batch input of expected vehicle/driver and which loading bay to go.



Upon completion of loading/unloading, Supervisor can tap their card at a reader to confirm job completion. Alert can then be sent to driver that vehicle ready.



Check out can only be allowed after the Supervisors have tapped their cards.



Dashboard & message display can be enabled at appropriate locations.



Safety Briefing Management



System only allow visitor or contractor to check in if they have a valid Safety Briefing



Digital Safety Briefing that allows enrolment of Safety Briefing over the counter or others with QRCode scanning.



Automatically tracked against expiry



Blacklist



Anyone within the blacklist cannot be checked in



CCTV/Webcam integration



Every check in/out transactions enable visitor photo capture from the CCTV or webcam for the purposes as material check in/out verification.



Alternatively, use image of driver & licence plate images from CCTV.



Integration with Access Control



Once a visitor is checked in, system will issue visitor pass in the form of Cards, QRCode or biometric such as face or fingerprint.



Upon the visitor exiting, the system will automatically check out the visitor from the system.



Likewise, the Visitor Pass can also be issued during the pre-appointment such that visitor can have immediate access during the appointment time.



Easy Pre-Appointment Management



Staff can create appointment with visitors. Visitor will receive email of appointment details together with QR Code



Visitor show QR Code for quick check in



For higher security location, can enable additional level of approval requirement before appointment allowed



Appointment can also be requested by Visitor with confirmation to be approve by Host



Secure QR Code



Host and Visitor can be issued with encrypted QR Code for access to premises



QR Code scanner provided can be integrated with any access control controller via Wiegand interface



ISO 27001 Secure Physical and Environmental Areas Audit Compliance



Control of who can access specific location of the organisation for staff, visitors and external cleaners/facilities maintenance resources.



Manage controls for incoming materials (e.g. deliveries) and outgoing materials at Delivery & Loading Areas.



Other modules



Self Service Kiosk



Mobile App for Staff



Mobile App for Guard



Gold Microsoft Partner



ISO 9001: 2015 CERTIFIED



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