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The information in this document contains general descriptions of technical options available, which do not always have to be present in individual cases. The required features should therefore be specified in each individual case at the time of closing the contract.

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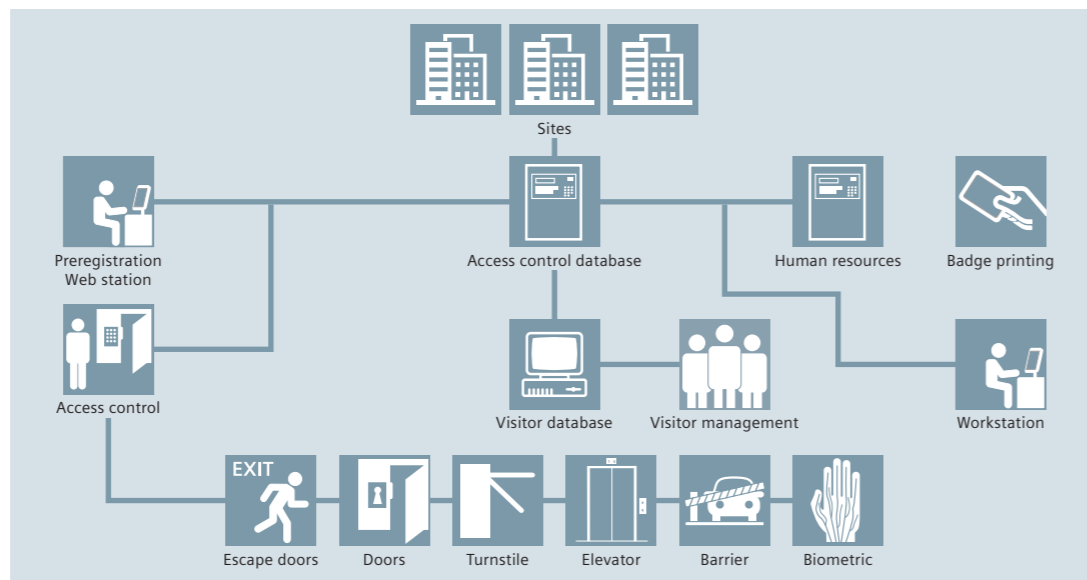
# Visitor management

## Solution blueprint for Corporate Security

### Answers for infrastructure.

Our world is undergoing changes that force us to think in new ways: demographic change, urbanization, global warming and resource shortages. Maximum efficiency has top priority – and not only where energy is concerned. In addition, we need to increase comfort for the well-being of users. Also, our need for safety and security is constantly growing. For our customers, success is defined by how well they manage these challenges. Siemens has the answers.

*“We are the trusted technology partner for energy-efficient, safe and secure buildings and infrastructure.”*



Threats such as crime, vandalism, terrorism, industrial espionage, social engineering, workplace violence and cyber crime endanger the overall enterprises, their staff and assets.

# Security and convenience for you and your guests

Globalization, outsourcing, offshoring and increased employee mobility have radically changed the way businesses operate today. These current practices offer corporations tremendous efficiency and cost benefits, but also expose them to a new set of risks and associated liability.

Each day, a myriad of visitors pass through corporate entrances, often from multiple and distributed entry points. Employees, guests, contractors, vendors and business partners require particular and varied levels of access to company facilities. To optimize corporate security policies, Siemens offers a streamlined, auditable and multi-site capable solution for end-to-end visitor management. The solution offers real-time capabilities and simple management of movements in your facility and throughout your entire site landscape. Routine tasks can be optimally executed via efficient automated processes, ensuring front desk and security employees remain focused on their core business tasks. An enterprise visitor management solution also ensures that guests' first impressions of an organization are positive ones.

- Key benefits include:
- Integration of a secure visitor management platform in conjunction with access control systems results in optimum security management
  - Real-time status of all visitors across multiple sites
  - Transparent information on all visitor activities with comprehensive, traceable audit reporting
  - Identification of unauthorized visitors or activities with watchlist capabilities
  - Elimination of visitor badge abuse
  - Capability of scanning passports, driver licenses and other identification documents together with business cards assuring accurate and complete capture of identity information
  - Web-based preregistration, with dynamic and scalable access and configuration possibilities
  - Automated processes ensuring full compliance with corporate policies

Siemens understands the need for streamlining processes while maintaining the utmost security pertaining to both corporate compliance and policies.

**Enhanced efficiency and productivity**  
Visitors can be registered within seconds, with all necessary information captured. Enabling authorized personnel to pre-register visitors, helps to streamline the badging process. This ensures the handling of visitors is in accordance with corporate policies and allows time for a watchlist check before the visitor arrives. Visitor approval is sent to the authorized personnel via e-mail or phone and the proper access rights can be assigned. All information is stored in a secure database and can be conveniently retrieved for repeat visits. Additional information can be gathered with visitor details to simplify future transactions.

**Improved security compliance**  
Solutions from Siemens ensure a continued validation and supervision of visitors. Flexible enrollment and identification options allow organizations to strengthen their security policies and restrict unauthorized persons from entering sensitive areas.

**System integration**  
The software can be combined with access control systems to support the printing of customized and personalized badges including the collecting of signatures and assigning of correct access rights.

Visitor management from Siemens is part of a software suite operating at all times in a uniformed manner, with video surveillance, access control and intrusion detection platforms. Siemens offers a harmonized, cost-effective solution through a com-mon architecture and open network.

**Improved emergency response**  
In the event of an emergency the visitor management registration platform can immediately determine where all visitors are located. This provides a clear situational overview and can be complimented through the use of video surveillance and other building security systems to support evacuation efforts and alert first responders.

**Support company image**  
Professional and courteous staff together with an effective and efficient visitor management solution ensures that visitors feel welcome and safe and leave with a lasting positive impression.

**Comprehensive service**  
Visitor management solutions from Siemens are complemented with a wide range of services, from standard maintenance services to more advanced services, ranging from hosting and managing the safety and security applications to a complete outsourcing. The services can be individually tailored to your organization's needs and strategic goals in order to minimize your related risk exposure.

## Additional capabilities

- Additional visitor rights can be implemented according to site specific security policies:
- Access to appropriate parking facilities
  - Access to the facility via secure physical entry mechanisms with the assigned visitor badge
  - Anti-pass-back functionality ensuring a second person is not able to misuse badges
  - Preassigned elevator access to specific building floors or areas
  - Automatic notification of badge expiry or access breach
  - Access to cashless vending and other card-activated site services
  - Traceable visitor movements and integration possibilities for video surveillance and access control systems
  - Real-time attendance reports show precisely who is on site or in a critical area
  - A user-friendly graphical interface provides a map overview of the actual status and state of all doors