

## **SECURITY PROCEDURES: FINKENSTEIN ESTATE**

### **ACCESS CONTROL**

1. Everybody, whether mobile or on foot, shall enter and exit the Estate only through the main gate.
2. Residents will make use of biometric fingerprint, access card or facial recognition to enter or access the estate.
3. Visitors will make use of the visitors/construction gate where their driving licence and vehicle licence will be scanned, after which the gate will be opened by the resident via phone.
4. Construction and delivery vehicles will follow the same protocol as the visitors. If a resident is not available to open for their construction company's vehicle, they will inform the security manager who will open the gate for access after the scanning process.
5. Construction workers and domestic workers that will work for a period longer than one month on the Estate, must report to the Finkenstein Office with their Namibian ID card where the security manager will issue a Finkenstein ID card. The cost of a permanent Finkenstein ID card is N\$30.00. Employees who will work for a period of up to one month, will also report with their Namibian ID. For these workers a temporary permit, valid for up to 1 month, will be issued. All workers must follow Covid-19 regulations as prescribed by law.
6. No taxis are allowed to enter the estate, except registered airport shuttles.
7. Delivery trucks are restricted to a maximum load of 12 tonnes. No articulated trucks shall be allowed.
8. Special construction vehicles must obtain permission beforehand from the security manager or estate manager for entry into the Estate.
9. No firewood or any other organic material may be collected or removed from the Estate.
10. Construction/delivery vehicles will only be allowed from Monday to Friday 07h00-17h00, Saturday from 08h00-13h00.
11. During builders' holidays no construction is allowed. (The Trustees will announce the dates for the builders' holidays in December/January annually.)

### **Alarm monitoring.**

1. All residents must install an alarm system, which is connected to the Finkenstein Security Control room via a radio transmitter provided by the security manager.
2. When the control room receives an alarm, the owner/resident will be contacted to verify, and the patrol vehicle will be dispatched.
3. All residents must ensure to keep their electric fences clear of grass and tree branches for at least 1 meter wide on both sides. This is to avoid false alarms and for the patrol officer to be able to walk around the fenced-in area.
4. If an alarm is triggered or in the event of a power loss the resident will be informed via an SMS.
5. If more than 10 x false alarms per month are received due to a faulty alarm system or negligence, a fine will be issued to the owner.

### Patrol vehicle

1. The security patrol vehicle will attend to all complaints from residents and attend to alarms.
2. Patrols by the security vehicle are conducted on a continuous basis.
3. The patrol officer on duty will ensure that all construction workers stay on the cordoned construction site. Construction workers are prohibited to roam the Estate.

### Motorbike patrols.

1. Motorbike patrol officers will do 24-hour perimeter patrols around the estate to prevent criminals from entering.
2. The officers will also check the perimeter for snares and breaches.

### Speed control.

The speed limit on the Estate is 40km/h and 60km/h as indicated by road traffic signs and will be enforced by the Security Manager who will make use of a staggering fine system as indicated below.

<b>Speed 40km/h Zone</b>	<b>FHA Fine</b>	<b>Speed 60 km/h Zone</b>	<b>FHA Fine</b>
40-45		60-65	
46-50	250	66-70	250
51-55	300	71-75	300
56-60	400	76-80	400
61-65	550	81-85	550
66-70	750	86-90	750
71-75	1000	91-95	1000
76-80	1300	96-100	1300
81-85	1650	101-105	1650
86-90	2050	106-110	2050
91-95	2500	111-115	2500
96-100	3000	116-120	3000
101-105	3500	121-125	3500
106-110	4000	126-130	4000
111-115	4500	131-135	4500
116-120	5000	136-140	5000
121-125	5500	141-145	5500
126-130	6000	146-150	6000

The purpose of speed control is to protect all road users, pedestrians, game and domestic animals. With regards to visitors and construction workers, the fine will be issued to the owner/resident. Since the FHA has an agreement with the property owner/resident and not with any of their contractors or visitors the onus is on the owner/resident to ensure the contractor/visitor adheres to its rules.

