



...to the second edition of the Guard -Alert Gazette for the year 2012. Thank you for the positive feedback received on the past issues of the newsletter. This issue contains a feature of the access control systems, guards and dogs' training and some crime news. Read on...

## Access Control Systems



Guard-Alert Electronics provides comprehensive electronic security systems and one of these is the access control system. An access control system “monitors and controls access to a given area” such as a building, an entrance point, a room or even several buildings. The access control system utilises technology and procedures to manage who is able to go where and when and also restricts entry to a specified area to authorized entities only.

Common Access Control Applications include boom gate systems, access doors, man traps and turnstiles. In any access control system admission is granted on the basis of 3 main things. Access can be through a pin code or number, what a person knows, through a tag or swipe card, what the person has in the possession, or through the biometric fingerprint, voice or facial recognition, that is the physical attributes of the person.

Guard Alert Electronics installs and services reputable access control system brands such as Proxnet, Keyprox, Proxlock, Sagem, Benco, Impro and Centurion. The electronic access control system ranges from single-door solutions to large-scale enterprise class deployments. The basic functionalities of the system however remain the same. An access control is essentially a sophisticated programmable logic controller (PLC) with input initiating a programmed sequence of operations. A typical access control system has a controller, credential reader, door position contacts, and means of controlling the locking device or door operator.

Focusing on building or room entry, a product which GAE offers, entry into an access controlled building or room can be programmed so that someone can gain entry either through the use of a card or biometric access. The use of a card has its challenges as people can take advantage of the situation and either borrow or steal the access card to use it to gain entry. Biometric Access system, on the other hand, is a more sophisticated and secure form of access control. The use of the physical characteristics of the designated person ensures that no duplication is possible.

The fingerprint access control system takes advantage of the uniqueness of the fingerprint to each individual. Its greatest advantage is that it cannot be forged, changed or replaced. Because the system has database capability, access controls can be deployed to support other functions, such as time tracking and HR objectives. Therefore the biometric system can be programmed to interface with labour management software to monitor employee attendance and the time employees come to work. Reports can be generated and used for the payroll and thus determine the employees' remuneration.

The greatest attribute of the biometric system is that access to certain areas is restricted to the authorised personnel and it also eliminates the practice of friends logging in on behalf of each other.

## Management Profile



### Mr Stanley Nyawera

Mr Stanley Nyawera was recently appointed the **Regional Manager, Harare – Residential contracts**. Mr Nyawera joined Guard Alert Group in June 2003 as Operations Officer attached to Investigations Systems and Controls (Pvt) Ltd. He rose through the ranks to the position of Manager of Investigations Systems and Controls (Pvt) Ltd. Before joining Guard-Alert, Mr Nyawera worked as a bank clerk with Standard Chartered Bank for three years. He later trained as a policeman and served with the Zimbabwe Republic Police for ten years. He resigned as a staff sergeant to join United Nations Protection Force in former Yugoslavia as a Security Officer. He worked with the United Nations for a year. Mr Nyawera is a

member of the Zimbabwe Institute of Management and holds a certificate in Supervisory Management.



### Mr Philip Marega

**Regional Manager, Harare- Southern Operations, Mr Philip Marega**, has 25 years loyal service with the company. He joined Guard-Alert as a guard, and in 1991 was promoted to the rank of Sergeant in charge of Shamva branch. Mr Marega was then selected to be a cadet officer and after his training was transferred to Masvingo where he served until 1993 before moving to Mutare. In January 1994 Mr Marega moved to Bindura and subsequently Kwekwe where he was promoted to Operations Officer. He subsequently moved to Chinhoyi in the same capacity in June 1997. Mr Marega moved to Harare where he acted a Regional Manager in

charge of the retail sector and then moved to Marondera in 1999 when he was appointed District Officer in charge of the region. In 2003, Mr Marega moved back to Harare and was appointed to his current position. Mr Marega is currently doing his research project for the Advanced Risk Management Diploma which he is studying through the Southern African Institute of Security and Risk Management.



### Mr Gift Matekenya

**Regional Manager, Harare- Northern Region**, Mr Gift Matekenya joined Guard-Alert on 1 November 1999, after retiring from the Zimbabwe Republic Police-Support Unit having served the force for 20 years. Mr Matekenya joined Guard-Alert as an Operations Officer based in Harare, where he was subsequently transferred to Bindura, then back to Harare. In 2001, Mr Matekenya was promoted to a District Officer in charge of the branch in Mvurwi and was later transferred in 2003 to Kadoma as a District Officer this time in charge of the region covering Chegutu, Kadoma, Sanyati and Gokwe North. In September 2010, Mr Matekenya was promoted to Regional Manager, a position he holds to date.

## Security Officers' Course

**Date:** 6-10 August

**Venue:** Sectra, Ardbennie

**Cost:** \$150 including teas and lunch

**Target group:** Those already in the security industry and want to advance their knowledge or even those who want to gain a general appreciation of the security industry.

For more information, contact Sectra on 2910907, 2920770 or email [sectra@zol.co.zw](mailto:sectra@zol.co.zw)

## Let us beware



With the continuing and alarming escalation of crime in our country, here are a few basic precautionary measures which we advise our clients to take at their workplaces:

- ✚ Key security- Remember that simply locking up high value items is not sufficient! Strict control of the keys is essential. A key register should be maintained and accurate records kept of who has which key. When not in use keys should be kept in a secure place or key cabinet. For particularly sensitive or vulnerable items a “double locking” system should be introduced; ideally involving your security service provider.
- ✚ Safes or Strong rooms- It is essential that “double locking” is a feature as well as the installation of a radio linked alarm system. Remember that your security service provider can form part of a “double locking” system and/or secure the keys off the premises. An armed robbery cannot succeed without access to the keys!!
- ✚ Vehicle security- The theft of vehicle parts, such as batteries, spare wheels, and starter motors etc is becoming a common feature. Insist on “stop/start” procedures on entering and departing your premises. Consider marking vulnerable parts and securing items with cages or welding them to the chassis.
- ✚ At night time ensure that vehicles are parked under lights and in such a way as to make it hard for an intruder to approach them unseen.
- ✚ Assess the value of your assets- A sensible combination of physical barrier, electronic systems and manned security is generally quite full proof security. Ask your security service provider for advice and insist on regular surveys especially at night when premises are vulnerable to crime
- ✚ Insurance- When all else fails, ensure you get a comprehensive appraisal of the value and risk of valuables in question. A good insurance cover will ensure that the company is fully compensated for loss in the event of a theft.

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## The Video Intercom and Gate Security



Have you ever wondered how you can guard against opening the gate to someone or being forced to physically go to the gate to check who is at the gate. This scenario can still come into play even if one has the ordinary intercom fitted at the gate. Guard-Alert Electronics offers the solution to this dilemma with one of its products, the video intercom.

The video intercom works with a camera unit mounted at the gate or a designated area. A display monitor placed in the home or the office will

enable the receiver to observe the area where the camera is pointing.

When a visitor presses the call button on the video intercom, the camera is activated and the image of the person at the gate appears on the indoor monitor. The person inside will therefore be able to observe what is happening at the gate. A more sophisticated video intercom has an in-built memory that records the images of people who ring the intercom. This intercom has aspects of a CCTV surveillance system. Therefore the premises owner will be able to playback recorded footage of visitors

...next page

who will have rung the intercom during the day. Therefore tracking of visitors post their visits is possible and can thus be used as a tracking method in case of any incidences at the premises. In addition, recording images or night observation is also possible as some of the systems have built in infra red lights which allow one to see the visitors at the gate at night

For those who still want the benefit of a video intercom but might not be able to afford the capital outlay required for the more sophisticated intercom versions described above, a lower priced basic video intercom which produces black and white images is an option. This intercom also comes with more basic features.

Courtesy: Home Security Store

## Training at Sectra



Guards in class during training

Sectra is the Guard-Alert Security training company and in all its aspects contributes to the success of Guard-Alert Group operations. Training is undertaken for guards, dogs and their handlers. The training is not limited to internal Guard-Alert staff only but is also undertaken for private individuals, other security companies and companies who would want to either train or enhance the skills of their security personnel.

Sectra offers a range of courses which are suitable for every level of experience that the security personnel would have. The basic security guard course which takes place over five days is designed for those embarking upon a career in the security industry. The course aims to introduce the basics of the role of the guard and build awareness of what is expected of a guard when they are executing their duties. The course content covers among other issues the duties and responsibilities of a guard, basics of the law such as common law offences, powers of arrest and searches, basic site survey and patrols. This course is run on a weekly basis at Sectra.

The Security Officers' course is run on a quarterly basis, though this can be more regular subject to demand. It is targeted at those already in the security industry who want to advance their knowledge or even those who want to gain a general appreciation of the security industry. The course content covers aspects such as fire hazards and prevention, ability to carry out a detailed security survey, a good coverage of electronic security equipment and aptitude to prepare a report or statement including the ability to craft assignment instructions.

Another course on offer is the cash-in transit course which is carried out for guards involved in the collection and delivery of cash, bullion or any valuables. The guard is trained in all aspects of cash and delivery of the cash or valuables. The guard will also be trained to be fully conversant with immediate action drills in case of a vehicle attack or accident. Firearms' training is also carried out and the aspects of the law pertaining to the carriage of cash or bullion are extensively covered.

Dog training is yet another course offered by Sectra and takes a total of 21 days. Aggression and obedience training are key aspects of the training. In addition, a dog handling course is also carried out whose duration is also 21 days. The training undertaken covers all aspects of handling the dog professionally and keeping it under control.

In addition to the above courses, Sectra also offers sector specific security courses covering mining, hotels and the retail sector. There is also an advanced security guard course for those who will have undertaken the basic course and have a basic job knowledge theory of the security guard course. Advancing from that is the security supervisor course which is designed for existing first line supervisors or those who aspire to be supervisors.

## Crime Watch corner



Avondale West, Mount Pleasant, Alex Park have reported break ins, with the very long hours of no power that we have been experiencing during the winter months. We need to make sure that security both at home and at the office is as good as possible to alleviate extra stress in our daily lives. It is important to check batteries for alarms and electric fences as they are not lasting as long as they should due to constant use during power cuts. Battery backup also is often not fully recharge at times, so investment in physical barrier security should also be explored as a backup. Keep gates locked, even in daylight hours, make sure all staff are aware of your security plan and that they adhere to it. Keep grills over all windows and entrances, doors etc at all times where possible, it may be more of an

effort but it's for peace of mind (Courtesy- Anti-Hijack Trust)

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Smash and grab incidences are unfortunately increasing and it seems nowhere is safe. Thieves have been targeting schools, golf clubs, sports clubs, churches, gyms, shopping centres, banks, weddings, funerals, parties, football stadia, sports bars, petrol stations, universities, colleges, car parks, and many other gathering places. They generally run around in vehicles with no number plates, and they are fast. They also take spare wheels very fast.

Please do not leave your handbags, briefcases, laptops, and other valuables in the car. Desist from the habit of hanging your jacket with your wallet and cards in the rear passenger seat – it's cold enough these days – put it on!! These things will be stolen. Lock away your golf clubs and squash / tennis racquets and all other sports bags. Learn to leave some of these at home on the days that you are not using them. (Courtesy-Myke Chamboko)

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## Guard-Alert guards- Always Alert

Our guards are always alert and on the look-out for potential crime.

Security guard Garikai arrested an employee who had concealed some beef in their clothing. Our guard was very watchful and detected the employee upon searching him.

Honesty is one of the qualities we encourage in Guard-Alert guards. Our guard Farai picked up a wallet containing quite a large sum of money. The guard ran after the person who was very grateful to recover his wallet.

## Contact us



Guard Alert Group -754291-5 or email [guardall@zol.co.zw](mailto:guardall@zol.co.zw)  
Guard Alert (Pvt) Ld- 754291-5 or email [guardalertnod@zol.co.zw](mailto:guardalertnod@zol.co.zw)  
Armsec -661850/7, 0712 613 276 or email [info@armsec.co.zw](mailto:info@armsec.co.zw)  
Sectra- 2910907, 2920770, 0777 920 729 or email [sectra@zol.co.zw](mailto:sectra@zol.co.zw)  
Guard -Alert Electronics- 661850/7 or 0772 219 419 or email [gae@africaonline.co.zw](mailto:gae@africaonline.co.zw)

## We would love to hear from you...

Please give us feedback on what you think of this first edition of the newsletter. Please send your comments to [guardalertpr@zol.co.zw](mailto:guardalertpr@zol.co.zw) or call on 754291-5 ext 244