

HACC 2020 Challenge

University of Hawaii/Information Technology Services
Building Physical Security and Guest Access Management

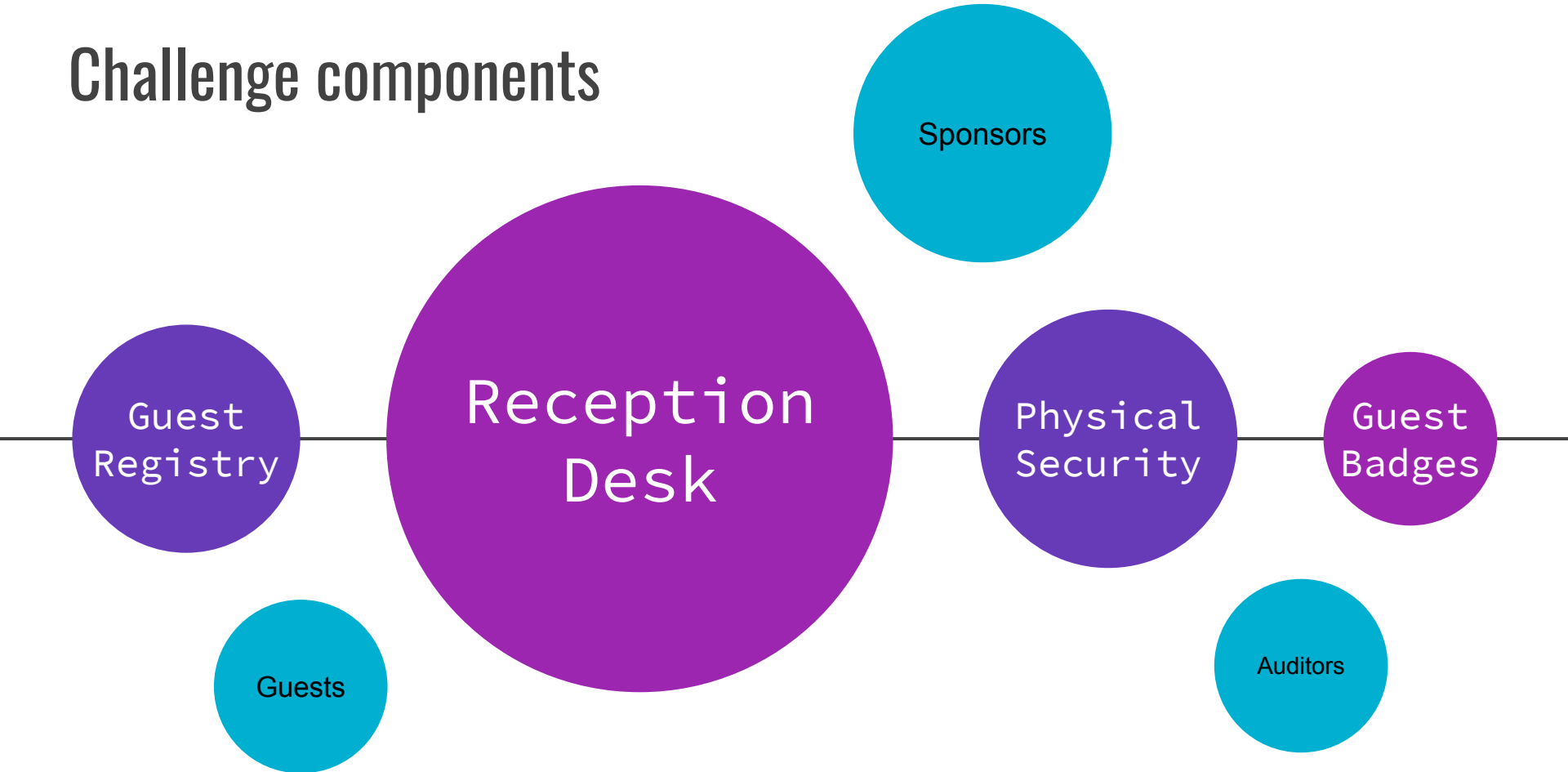
About this challenge

Some UH buildings require significant access control, such as the IT Center. The ITC has an Emergency Situation Room and a Data Center.

Currently, building security requires physical monitoring of guests, which is resource intensive and not always feasible.

The goal of this challenge is to explore application designs that improve security for UH buildings while reducing personnel costs.

Challenge components



Sponsors

Guest
Registry

Reception
Desk

Physical
Security

Guest
Badges

Auditors

Guests

Project Goals

Project Goals, green field

An application that makes it easy:

- for staff to **invite** guests to participate in meetings in a secured building,
- for building reception desk staff to **confirm** guests' sponsorship (authorization) and to help them **connect** with staff, and
- for building occupants to **recognize** when a guest is authorized, and when a guest is in the right and wrong places.
- Bonus: help guests stay in the right places as they approach their meeting room destination.

Project Design Facets

Facet - Guest Registry - Use Cases

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- **Building occupants:**
 - Schedule meetings with guests.
 - Sponsor/authorize guest access.
- **Building reception desk staff:**
 - Verify guest access authorization.
 - Issue guest badges.
 - Track guest ingress and egress.
 - Assist guests with connecting to waiting staff.
- **Auditors:**
 - Review the execution of the building security practices.



Facet - Reception Desk - Activities

- **Assist incoming guests:**
 - Verify guest access authorization.
 - Utilize sponsor provided meeting information to verify meeting date/time/location.
 - Provide guests with directions.
- **Notify sponsor of guest arrivals:**
 - Utilize sponsor provided contact to inform sponsor that guests have arrived.
- **Issue guest badges**
 - Log guest ingress/egress and the badge assignment.



Facet - Physical Security

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- **Building physical security**
 - Ensures that guest entering the building must go to the reception desk.
 - The **guest badge** is necessary for operating the building **elevators**.
 - Sponsors/staff must meet the guests as they arrive on the upper building floors in order to **escort** them to the secured meeting rooms.



Facet - Guest Badge

- **Features and functions:**
 - Each has a unique identifier that is logged as it is assigned to a guest.
 - Guests are instructed to utilize the lanyard in order to wear the badge prominently.
 - The badge is utilized to activate the building elevators.



Bonus Features

Trends Graphs

Visit frequency graphs.

Badge Info

Current disposition of all badges.

Tailgate Prevention

Help ensure guests duly authorized.

Location Assurance

Help ensure guests know they are in appropriate locations.



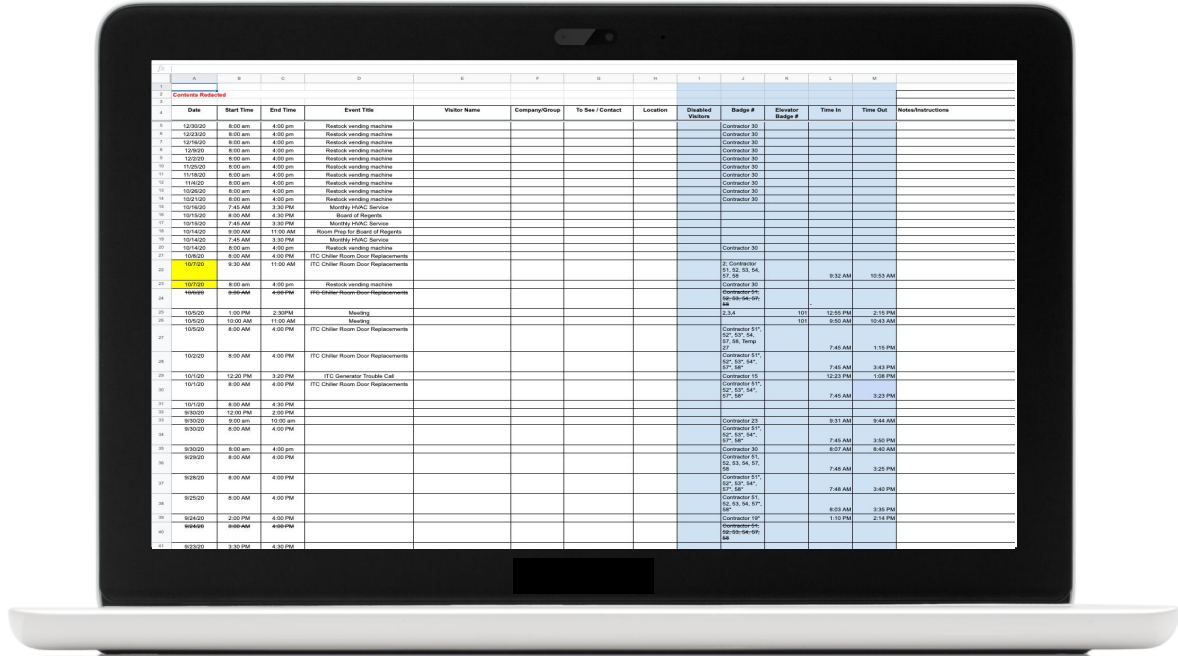
Current Approach

Shared gDoc

Sponsors and the Reception Desk work off of a single, shared worksheet.

Sponsors insert rows to the spreadsheet, very carefully, in chronological order on the appropriate tab.

Reception Desk matches rows to incoming guests in order to obtain all the necessary info.



Thank You!!!

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