

# EVTRACK A&E SPECIFICATION DOCUMENT

NOV 25 – 2023

## REVISION 7.2

EvTrack is a web-based access control and visitor management solution. It can be used to manage permanent or temporary access control and provides seamless visitor to physical access control processing. Visitor or contractor management is a key component of any physical security protection plan. EvTrack is suitable for apartment buildings, security estates, corporate offices, government sites, utilities and hospitality sites. It provides a pleasant access/control experience for the client and end-user and helps mitigate risks for the organisation. Enrolment, configuration and reporting with EvTrack is all managed through a web interface.

### Key Features

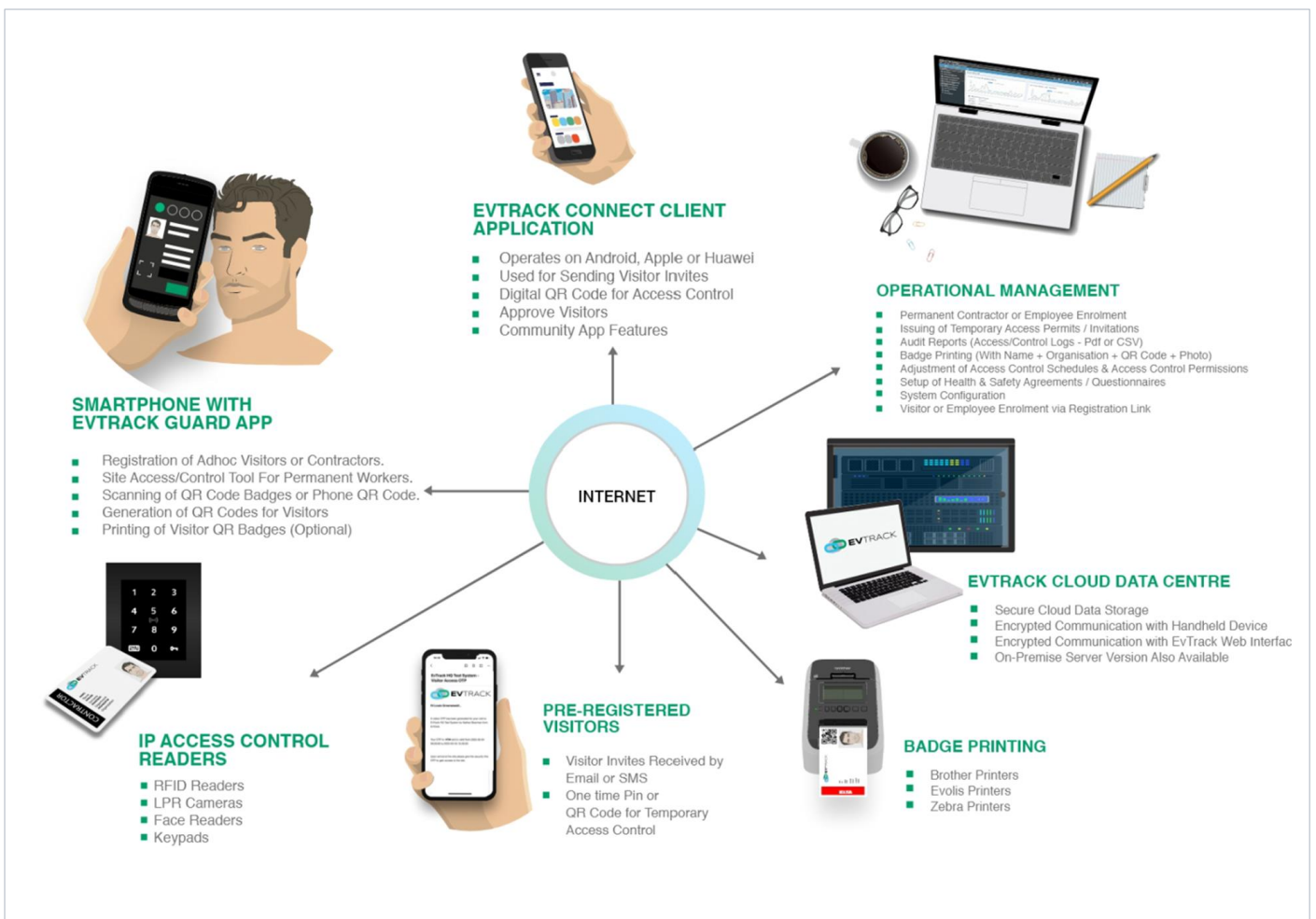
- On-Premise or Std Cloud-Based Solution.
- **Private-Cloud Based Version Available on Request.**
- Web Interface for Setup, Configuration & Management.
- **Hardware Device Manager with Online/Offline Status.**
- Separate Personnel, Visitor & User Databases.
- **One-Time-Pin, RFID, LPR, QR Code & Facial Recognition Access Control Credentials Supported.**
- **Full System Event, User & Credential Reports.**
- Logbook for Access Denied & Authorised Entries.
- **Badge Printing with Photo & QR Code (Visitor and Personnel).**
- Encryption between all devices + server + web portal.
- **2N, Akuvox, Axis, Dahua, Hikvision, SAFR & Tattile Access/Control IP Hardware Support.**
- Visitor Registration via Self-Service Kiosk, Handheld Device or Web Browser Interface.
- **System automatically sends invites via Email (Free), SMS or Whatsapp (Chargeed) or can be shared on Web Browser Interface or via Free Smartphone Application (Cloud-Only)**



EVTRACK GENERAL FEATURES	
Server Types	Cloud-Based or On-Premise (Private Cloud on Request)
Configuration / System Management	Via EvTrack Web Interface (Web Browser)
EvTrack Web Browser Compatibility	Brave, Google Chrome, Comodo, Edge, Firefox and Safari
Configurable System Users	Yes (with unique password & username)
Pre-Registration Form for New Users	Yes (via Public Weblink)
User or Personnel Bulk Import	Yes (CSV)
User/Host Onboarding	Via Link or QR Code

Multiple Locations Supported	Yes
No. of Sites Supported	Unlimited
No. of Readers Supported	Unlimited (Dependent on No. of Basic Licenses)
Kiosk Digital QR Code Badge	Yes (Visitor can capture via his mobile phone)
Badge Printing	Yes with QR Code (For Personnel or Visitor)
Customer Defined Badge Logo	Yes
Customer Defined Site Logo	Yes
Custom Badge Import	Yes (Via SVG File Import)
System Log	Downloadable in XLSX format
Automation Function	Yes
Configurable User Roles	Yes, such as Administrator, Super User, Resident, Guard
Restrict Overall System Access to Individual Host Visitor Data	Yes, a resident's EvTrack web account can be restricted to only allow them to view and edit their own visit invites.

## EVTRACK TYPICAL SYSTEM ARCHITECTURE



<b>EVTRACK FUNCTIONALITY – VISITOR PRE-REGISTRATION</b>	
Visitor Pre-Registration by Web Interface	Yes
Visitor Pre-Registration by Web Link	Yes (For Site, Location or Individual Host)
Visitor Pass Applications Sent To	The Site Administrator or the Individual Host (Depending on the Mode configured above)
Visitor Pre-Registration by Smart Phone App	Yes
Visitor Pre-Registration Notification to System Admin	Yes
Visitor Pre-Registration Link	Web Link, as well as QR Code
List of Expected Visitors to the Site	Yes (Via EvTrack Web Interface)
Visitor Room Booking	Yes (Via API Interface)
Airbnb Style Accommodation Booking	Yes (Via API Interface)
Method of Creating Invites	Smartphone App or Web Interface (EvTrack Web)
System Sends Invites	On Creation of the Invite via Email or SMS / Whatsapp (Optional Cost – Email Free)
Share Invite	Yes (By Email, SMS, WhatsApp, Other)
Email Template Editor	Yes
Insert a Set of Visit Rules	Yes
Attached a Document to an Email Invite	Yes (Max 1MB)
Visitor Invites Feature a Google Map Address Link	Yes
Editable Visitor Invites/Passes	Yes, via EvTrack Web interface– Host can change the location, time/date or visit reason.

<b>EVTRACK ACCESS / CONTROL FEATURES</b>	
RFID Access/Control Supported	Yes (125KHz or 13.56MHz Reader Dependent)
QR Code Access/Control Supported	Yes (Yes via Axis Camera or Wiegand QR Reader)
QR Code Credential Type	Dynamic or Fixed
Biometric Facial Recognition Access Control	Yes (Akuvox, Hikvision or SAFR)
Use a Passport, ID or Drivers License as a Credential	Yes
Use a Vehicle Numberplate as a Credential	Yes
Separate Tenant Access/Control Database	Yes
Access/Control User User Permission Groups	Yes

Configurable Access/Control Schedules	Yes
Access/Control Logbook	Yes
Access/Control Event Reports	Yes (PDF & XLSX format)
User/Personal Registration Form	Yes (Via Public Web link)
Configurable Registration Form	Yes (Addition of custom fields, photos, dropdowns etc)
Configurable Organisations	Yes
Configurable Departments	Yes
Configurable Locations	Yes
Configurable Groups	Yes
Configurable Access Control Schedules (By System Admin)	Yes
Anti-Passback	Yes
Anti-Passback Rules	By Credential or Entity
Automated User Onboarding	Yes, via email with configurable html template
Automated User Password Creation	Yes
Door Prop Alarm Notification	Yes (Via Automation Function)
Hardware Device Manager with Status	Yes (with Offline, Pending or Online Indications)
Exportable Roll Call List of Personnel/Residents/Employees Onsite	Yes

#### **EVTRACK - VISITOR FUNCTIONALITY – AT THE SITE**

Handheld Visitor Scanning on Visitor Arrival	Yes (Via EvTrack Guard Device)
Self Service Kiosk Function	Yes (Via EvTrack FrontDesk Application)
Visitor Watchlist / Banned List	Yes (Defined by Vehicle or Person)
Visitor Profile Watchlist Mode	Does NOT allow the inviting of any visitors on the banned list.
Temporary Access Control Credential Type	QR Code, One-Time-Pin, ID, Drivers License, Face
Visitor Date of Entry & Duration of Stay	Yes (Global Setting or Individual Time/Date)
Visitor QR Code Credential	Yes (Fixed or Dynamic)
Visitor Credential Sent By	Email or SMS (QR Code or OTP)
Visit Credential Use Limit	Configurable Global Setting or By Individual Credential
SA ID & Driver's License Scanning	Yes (Via EvTrack Guard Device or EvTrack FrontDesk)
Emirates ID Scanning	Yes (EvTrack FrontDesk)
Passport Scanning	Yes (Via EvTrack Guard Device or EvTrack FrontDesk)

SA License Disc Scanning	Yes (Via EvTrack Guard Device or EvTrack FrontDesk)
Multiple Passenger Visitor Scanning	Yes (Via EvTrack Guard Device)
Manual Entry of Issued Visitor Access Control Card Number	Yes
Photo Capture	Yes (EvTrack Guard & EvTrack FrontDesk)
Photo Face Crop	Yes
Photo Face Detection	Yes (EvTrack FrontDesk)
Strict Face Validation	Optional on EvTrack FrontDesk Kiosk
Custom Data Capture Fields	Yes (Text, Barcode or Image)

### **EVTRACK – FRONTDESK VISITOR KIOSK APP FUNCTIONALITY**

Operating System Supported	Android 6.0 up to Android 13.0
Recommended Hardware	Android Touchscreen Tablet with Octa-Core CPU with 3GB RAM
Hardware QR Code Readers Supported	Newland or Datalogic Optical QR Code Readers
Digital QR Code Scanning	Yes, via Front Camera
Emirates ID Card Scanning	Yes, via ACS Smart Card Reader or OCR
SA Drivers License & ID Card Scanning	Yes (Via Optical Hardware QR Code Reader)
Passport Scanning	Yes, via OCR & Rear Camera (All International)
Face Capture	Yes, via Front Camera
Face Detection	Yes, with Red and Green Box Overlay
Face Auto Capture	Yes
Face Crop	Yes
Background Bluer	Yes
Face Image Watermark Addition	Yes (EvTrack Rings)
Strict Face Capture Optional Mode	Yes (Ensures Suitable Image for Face Recognition is Captured)
Host Selection	Yes (Optional)
Host Approval	Yes,
Standard Configurable Capture Fields	Name, Surname, Mobile, Face, Company, Email Address, ID/Passport
Custom Data Capture Fields	Yes, configurable via EvTrack Web
Visitor Badge Printing	Yes, on completion of registration or host approval
Virtual Visitor Pass Display	Yes, with QR code and expiry date

Supported Visitor Kiosk Printers	Brother, Evolis, Zebra, Epson
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<b>EVTRACK - VISITOR FUNCTIONALITY – HOST</b>	
Host Calling	Yes (Via WhatsApp from EvTrack Guard Device)
Host Push Approval / Deny	Yes
Host Approval EvTrack Guard App Wait	Yes
Host Approval Time-Out	Configurable (Default 180 Secs)
Host Notification	On Arrival or Departure of the Visitor
Host Notification Method	Push to EvTrack App, Email or SMS (SMS Requires Bundle)
Configurable Host Notification Message	Yes
Unlimited Hosts in Directory	Yes

<b>EVTRACK VISITOR FUNCTIONALITY – REPORTING / LOGGING</b>	
Visitor Reporting	Yes (PDF & XLSX format)
Automated Emailing of Daily Report of Visitors	Pending
Automatic Emailing Report of Visitors Left on Site	Pending
Number of Visitors & Hosts Supported	Unlimited
Share Visitors Between Hosts/Users	Yes (Optional Setting)
All Visitors Seen by Super Admin	Yes
EvTrack Guard Device Log-In Method	Via RFID Tag/Card or Password
Badge Printing	Yes, Wirelessly from EvTrack Guard or EvTrack FrontDesk
Visitor Badge Templates	5 x Template Types (3 x Landscape + 2 x Portrait Templates)
Visitor Badge Custom Badge Import	Yes (via SVG import)
Offline Visitor Registration	Yes (EvTrack Guard & EvTrack FrontDesk)
Visitor Front Page Welcome Message	Configurable on EvTrack FrontDesk
List of Visitors Booked In or Out of the Site	Yes (Via EvTrack Web Interface)
Manually Book Out Visitors	Yes (Via EvTrack Web Interface)
Automatically Book Out Visitors After a Set Period	Yes
De-activate Visitor Credentials on Check-Out	Yes
Exportable Visitor Rollcall List	Yes

**EVTRACK VISITOR FUNCTIONALITY – HEALTH & SAFETY**

Health & Safety Screening Questions	Yes (Configurable through EvTrack Web)
Health & Safety Warning Email	Yes (warning to an admin user on a negative question)
Health & Safety Question Site Rejection	Yes (on a negative question)
Export of Health & Safety Forms	Yes, via EvTrack web (PDF) with unique transaction number

**EVTRACK SMARTPHONE CLIENT APPLICATION**

Supported Smartphone Types	Android, IOS, Huawei
Mobile QR Code Credential	Yes (Dynamic Linked to the Host)
Available on App Stores	Yes
Method of Access	Email Address & Password Combination
Addition of Visitors	Manually or via Phonebook Import
Digital QR Code For Access Control	Yes (Dynamic)
Host Approval	Yes, push notification
Creation of Visit By Start & End Date	Yes
Insert Visitor Photo	Yes
Automated Sending of Invites	Via email or SMS (If SMS bundle loaded)
Share Invite	Yes (By Email, SMS, WhatsApp, Other)
View Previous or Pending Visit Invites	Yes (Via Smartphone App or Web Interface)
Visitor Event Log	Yes (in/out, new visitor etc)
Delete a Pending Visit	Yes
Password Reset Function	Yes
Creation of Visit By Visitor Type	Yes
Creation of Quick Invite (Code) for Deliveries	Yes
Disable Quick Code Invites	Yes (By Admin via EvTrack Web)
Site Specific Main Page Banner	Can be uploaded by Admin via EvTrack Web
Site Listings	Can be uploaded by Admin via EvTrack Web
Site Listing Details	Name, Description, App Banner Image, Website Link
Documents	Can be uploaded by Admin via EvTrack Web By Location or Individual User
Emergency Contact Telephone Number List	Clickable & Can be uploaded by Admin via EvTrack Web

Communication Notification Function	One-way to EvTrack app users (Pending)
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<b>EVTRACK TIME/ATTENDANCE FEATURES</b>	
Calculation Mode	Any (First & Last Event) or First In & Last Out Event
Default Hours Allocated if No Clock Out	Configurable (8.5 Hours Default)
Exportable Reports	Yes (pdf or xls)
Filter By Access Control Point	Yes
Group by Company	Yes

<b>EVTRACK VEHICLE ACCESS / CONTROL FEATURES</b>	
ANPR OCR	Yes (Via EvTrack Handheld Guard Device)
Use a Vehicle Numberplate as a Credential	Yes
Logging of Non-Registered Numberplates	Yes
Support for IP Numberplate Cameras	Axis, Hikvision, Tattile, FF Group (Hanwha Pending)
Numberplate Captured with Temporary Access/Control Credential	Yes, with QR Code or One-Time-Pin

<b>EVTRACK HARDWARE SUPPORT</b>	
2N Access Control Hardware Integration	Yes
Axis Access Control Hardware Integration	Yes
Dahua Access Control Hardware Integration	Yes (Some Models)
Hikvision Access Control Hardware Integration	Yes
Akuvox Access Control Hardware Integration	Yes
Suprema Access Control Hardware Integration	Pending (Via Biostar 2 Software Interface)
SAFR Access Control Reader	Yes
Epson Printer Support	Yes
Evolis Printer Support	Yes
Zebra Printer Support	Yes
Brother Printer Support	Yes

<b>DATA RETENTION &amp; PRIVACY</b>	
Events Retained	365 Days (Default) Can be Extended



Audit Logs	31 Days (Default) Can be Extended
Visitor Data	365 Days (Default) Can be Extended
POPIA Compliant	Yes
GDPR Compliant	Yes
Encryption Between Server/IP Devices & Web/Server	Yes

## ONSITE SERVER HOSTING REQUIREMENTS

OS	Versions	Database	CPU	RAM	STORAGE
Linux-Based Server System  <b>(Small to Medium Sized System)</b>	Ubuntu 14.04.6 LTS Ubuntu 16.04.6 LTS Ubuntu 18.04.3 LTS CentOS version 7	Mysql/MariaDB 11.2.2	1 vCPU	4 GB	500GB
Windows-Based Server System  <b>(Small to Medium Sized System)</b>	Microsoft ® Windows 7 Pro/Enterprise/Ultimate SP11 Microsoft ® Windows 8.1 Pro/Enterprise1 Microsoft ® Windows 10 Pro/Enterprise1 Microsoft ® Windows Server 2008 R2 SP12 Microsoft ® Windows Server 2012 Microsoft ® Windows Server 2012 R2 Microsoft ® Windows Server 2016,	Mysql/MariaDB 11.2.2	2 vCPU	8 GB	1TB
Windows-Based Server System  <b>(Large Sized System)</b>	Microsoft ® Windows 7 Pro/Enterprise/Ultimate SP11 Microsoft ® Windows 8.1 Pro/Enterprise1 Microsoft ® Windows 10 Pro/Enterprise1 Microsoft ® Windows Server 2008 R2 SP12 Microsoft ® Windows Server 2012 Microsoft ® Windows Server 2012 R2 Microsoft ® Windows Server 2016,	Mysql/MariaDB 11.2.2	4 vCPU	16 GB	2TB