



WINGS PARK ACCESS MANUAL

INTRODUCTION

Access and security is implemented at Wings Park to protect the property and interests of the Companies assets and private assets of the shareholders. The shareholder's and their respective families as well as other authorized persons are granted access to specified facilities at Wings Park per request and with some access points (Like the Fuel Station) requiring orientation before access is granted. Once assigned access to the individuals mobile number, each of the facility access points can be activated by either calling the access point's assigned mobile number or alternately by clicking a button on a free app (G-Web) on your smart phone.

CURRENT POINTS OF CONTROLLED ACCESS

Wings Park Main Entrance Gate (078 421 7735) – This access point will allow the individual to open the main motorized access gate at the entrance of Wings Park to provide vehicle access to the hangers and roadways (to the side of taxiways). This access point is generally made available to Shareholders and their families, pilots of aircraft hangered at Wings Park and other individuals granted access by the Board for considered purposes (Access may be permanent or time limited based on the requirements). *The previous access number will be discontinued from the 1st May 2022 and the remote modules have already been discontinued.*

Wings Park Fuel Station (079 635 3484) – This access point will unlock the fuel bay shutter to allow the individual to slide upward the shutter and access the fuel pumps. ONLY individuals who have received orientation training and have signed the consent form for refueling may operate the fuel pumps and will be granted access.

Wings Park Game Reserve (072 898 9582) – This access point will open the motorized gate at the game reserve entrance. Access to the Game Reserve is reserved for Shareholder's and their families only. In rare circumstances, access may be granted by the Board for special purposes (Like the L'Avion Wedding Venue Manager in order to host bridal parties in the reserve for Wedding Photos)

HOW TO OBTAIN ACCESS

Prior to activating the new access protocol, the shareholders were sent special forms to complete and these forms allowed them to specify who they required access for (Themselves and their family members and what facilities). There were also forms to be completed for syndicated and hangered aircraft not belonging to a specific shareholder. The forms also contained an indemnity section requiring each applicant's signature. The Board has collated the data from all the received forms and programmed the access into the access points as described above. For new requirements, application forms for access can be downloaded from the Wings Park web site - www.wingspark.co.za – or by clicking one of the links below for a specific form.

[Shareholder and family access form](#)

[Fuel station access form](#)

[Other persons access form](#)

Once the form is completed and signed, it must be e-mailed to the Company secretary :
secretary@wingspark.co.za

The typical time for the application to be processed, granted and programmed is around 24 hours once the application form is received.

INDEMNITY

By accessing any of the Wings Park facilities, you have agreed to the following:

"I, hereby acknowledge that my access to the airfield and / or facility is potentially dangerous and that I access the airfield and / or facility entirely at my own risk. Accordingly, I will access the airfield and / or facilities entirely at my own risk and indemnify and hold harmless, the owner, Wings Park (Pty) Limited, its Directors, employees, shareholders, Lessees and agents from all claims, howsoever arising, and whether due to any act, omission or negligence on the part of the owner, the directors, its employees, agents, lessees, shareholders or agents. I note that this is private property and right of admission is reserved by the Executive Committee who may withdraw any access once approved, subject to the provisions of the Wings Park Shareholder's Agreement and the Wings Park Rules & Guidelines Manual. I agree to comply with all rules and guidelines pertaining to shareholders as per the shareholder's guidelines and rules manual which is published on the Wings Park web site and I understand that at minimum, such rules applicable to any shareholder will directly apply to me. I acknowledge that the airfield has other users in the form of vehicles, aircraft, tractors, recreational vehicles, persons and families and I accept that it is my responsibility to ensure that I observe safety precautions at all times and specifically in the proximity of the runways and taxiways. Should my access granted include access to the game reserve, I will ensure that my conduct in no way disturbs the environment or animals contained therein. I agree to remain restricted strictly to the areas granted access to."

Should you not agree to the above, then you must refrain from using any granted form of access immediately and should notify the Company secretary of your non-agreement in order for your access to be revoked from the system modules.

REMOVAL OF ACCESS

The Board reserves the right by mandate of the shareholder's to grant, deny or remove access from any individual as it may deem appropriate (In order to protect the rights and property of both the Company and shareholders). Should any individual no longer require access, they are requested to notify the Company secretary and request their access rights to be removed from the system.

DATA LOGGING

All access point modules record the data of access attempts (both successful and successful). The data recorded is the mobile number that made the attempt and if it is a sanctioned number, the

name of the individual, their mobile number, their associated hanger (if applicable), the method of attempt (phone call or app button), their users status and the date and time stamp.

<input type="checkbox"/>	Transaction Time	Description	Data	Additional Data
<input type="checkbox"/>	2022-04-12 21:36:53	Event Relay 1 Off	Main Entrance , OFF	
<input type="checkbox"/>	2022-04-12 21:36:52	Activation By Mobile App Button 5	Default	
<input type="checkbox"/>	2022-04-12 21:36:52	Event Relay 1 On	Main Entrance , PULSED	
<input type="checkbox"/>	2022-04-12 21:36:52	Incoming Button From Mobile App Number In System	Patrick Hill A1 MS	27832841812

A typical record from extracted logs is shown above to reflect the data recorded. In the Data field, the data string will show the individual’s name, followed by their associated hanger (first one if they own more than one) and access status:

Access Status Legend:

- MS = Main Shareholder
- FS = Family of Shareholder
- HA = Aircraft Hangered at Wings Park
- SA = Special Access Granted

The logged data will NOT be available to any individuals/entities other than the Wings Park Board, Company Secretary, IT support persons and relevant legal requests relating to criminal investigations.

USING THE G-REMOTE SMART PHONE APPLICATION



STEP 1 – Download the free G-Remote application from your phones app store.

STEP 2 – Run the application and register an account with G-Remote.

STEP 3 – If your mobile number has been added to any G-Remote product module, it will appear in your application in the “Device List”

STEP 4 – We recommend that you select the applicable access points and place them in the folder for “Favourites” in the application.

STEP 5 – There are settings that you can configure to customize the button colors (Pressed and un-Pressed), the symbol you wish to use and the name of the device. See the example alongside for illustration. We recommend that you select “Double press activation” so that you need to double tap the button to activate it for use (Will avoid unnecessary pocket triggering mishaps)

STEP 6 – You are now good to go and can access any of the applicable access points by either dialing their mobile number (Which results in

a missed call) for access or clicking the appropriate app button (which used GSM / WiFi data) to trigger the device.

ALARM CONTROL

The Fuel Station has an alarm keypad that must be used to arm and disarm the fuel station.

L'Avion and the Shareholder's facility building has a keypad alarm system as well as an OLARM interface module to allow remote alarm control and monitoring. This facility will be made available by the Board to select shareholders and users based on functional requirements.

The OLARM monitoring app can be loaded on smart phones for monitoring down loading and installing it on the smart phone.

