



RIETVLEI HEIGHTS HOMEOWNERS ASSOCIATION

(Association Incorporated under Section 21)

Reg. No.: 2007/020193/08

SECURITY MEETING: 14 November 2018

Present :

Justice – Tactical Edge

Debby Lubbe – Estate Manager Rietvlei Heights

Arthur du Toit – Rietvlei Heights

| SUBJECT | DISCUSSION | ACTION BY |
|------------------------------------|---|-----------------------|
| Gate Camera System | Maintenance Check to be carried out every 3 months Next maintenance check due in December Ongoing | Justice |
| Quarterly Training Sessions | Urgent training session for Estate Security Staff. Arthur to address staff. Scheduled for 28 November 2018 | Justice |
| Gatehouse | A second stool to be purchased for use when eating. | Justice/Debbie |
| Monthly Security Report | Include the Perimeter Fence report | Justice |
| Panic Button | Install a fixed panic button inside control room | Debby |
| Secure Control Room | Install security gates on doors and windows | Debby |
| Next Meeting | Debby's office on Wednesday 12 December 2018 at 10h00 | |
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