



## **Enterprise Guard Tour**

D3 Guard Tour solves the business need for an officer-centric, real-time activity tracking and information collection system that manages officer activities and tours. D3 Guard Tour enables audit of officer routes using scannable barcodes which may be printed locally and placed at any location. Using a Windows Mobile driven device with barcode scanner, this module provides tamper-proof, documented verification of officer presence. As market leaders, D3's Guard Tour delivers a solution aimed at solving the business needs of the Security professional and empowering data-driven decision making.

With a familiar user interface and abundant features, D3 Guard Tour saves hours of data entry time, whilst creating an accurate and thorough audit trail.

With the capability of rapid development of unlimited checklists, checkpoints and routes, D3 Guard Tour extends the full features of physical security presence automation to a Windows Mobile device. Moreover, D3 Guard Tour extends other vSOC modules to the mobile device enabling incident report creation, dispatch receipt and post orders review.

### **Key features of Guard Tour:**

- **Ability to define unlimited checklists, checkpoints and routes**
- **Detailed reports showing history, coverage, trend, exception and frequency.**
- **Date and time stamp of activities for tracking performance metrics**
- **Real-time data snapshot**



By leveraging D3's Flexible Form Generator, security operations professionals realize an unparalleled solution with customized checklists, checkpoints and routes.

### **Checklists**

Checklists solve the the business need for enterprise control of officer presence data capture across all sites enabling generation of metrics for benchmarking officers, sites and contract providers. Configurable through the Administration Tool Kit, administrators can standarize checkpoint data collection across all sites. Each checkpoint may consist of unlimited questions where response may be defined or open. When defined, response options may be presented as dropdowns, checkboxes, date controls, etc., and present choice can define future option. Moreover, response may trigger workflow for driving notifications, escalations and task assignments.

### **Checkpoints**

Checkpoints solve the business need for local control of officer data capture by empowering the site manager to define unlimited checkpoints. When configured, D3 Guard Tour translates checkpoints into barcodes that may be printed locally and affixed to the physical location of desired officer presence. When scanned, D3

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Guard Tour time and date stamps the visit and presents the officer with the associated checklist. Based upon operating environment, system configurations may permit skipped or missed checkpoints, requesting reason for exception. Checkpoints reside in a central library divided by site and may be assigned to any number of routes.

### Routes

Routes solve the business need for site managers to define logical progress for achieving optimized officer presence. Routes may be defined as fixed or roam, giving site managers control over the path an officer takes to complete the tour. In a fixed route, an officer must scan checkpoints in a given order with a set time between each checkpoint. In a roam route the officer scans checkpoints in a random order with a set time to complete the entire route. Routes reside in a central library divided by site. Once created, a route may be added to the Visual Roster of its respective site.

## Visual Roster

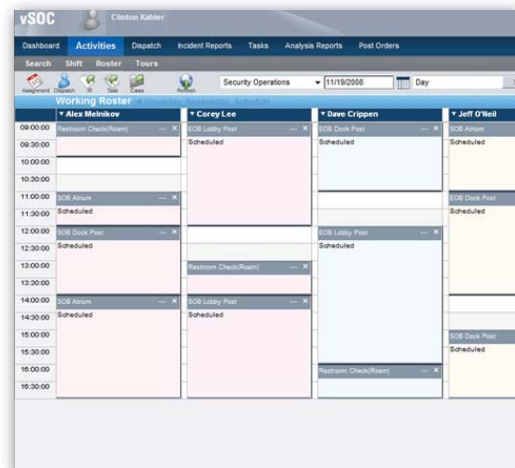
D3 Visual Roster feature solves the business need for resource-centric management of daily activities. A powerful tool for planning availability, routes and rotations, the Visual Roster boasts a user-friendly interface employing drag-and-drop technology to create and edit master and daily rosters. Once configured, master rosters may be copied to a current shift or future shifts, providing structure and minimizing resource usage.

Within the Visual Roster feature, the Activity Log keeps track of any assigned equipment, and allows officers to input self-initiated activities, providing a comprehensive summary of each officer's daily duties.

All Visual Roster data is stored in a common database, allowing management to generate Analysis Reports for resource allocation purposes.

### Key Features of the D3 Visual Roster feature:

- **Intuitive interface**
- **Plan days, weeks and months ahead**
- **Single-source repository for tracking all officer activities**
- **Enables on-the-fly realignment of resources**



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## Notification and Workflow Automation

D3 Guard Tour contains an embedded notification engine. The D3 Notification feature enables information dissemination to appropriate persons based upon customizable triggers.

Similarly, the D3 Workflow feature permits the initiation of basic to complex scenarios for automating business processes. Utilizing a configurable wizard, D3's Workflow feature solves the business need to automate numerous tasks that previously required manual completion.

**Scenario:** If the checkpoint in the Business Opening Route for "Lobby Restroom" were scanned, and in the checklist, the officer responded "No" to the question "Is restroom clean?", an automated notification could be sent to the facilities supervisor. Upon a site manager generating a report showing instances of restroom uncleanliness, a decision could be made upon necessary corrective action if a trend is discovered. Workflows may include approvals, escalations, routings, task assignments or collaborations.



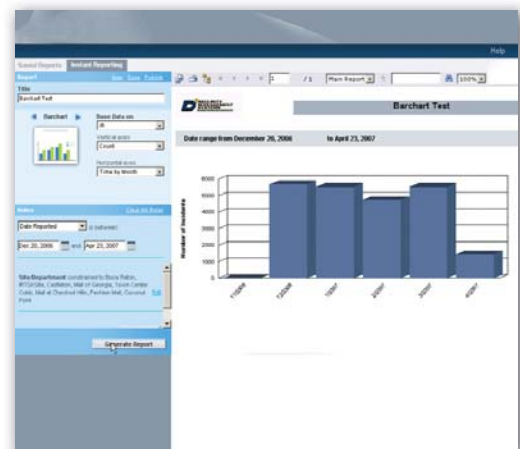
## Analysis Reports

Security Operations professionals need data to drive decisions. Until data drives decisions, the data adds no business value. D3's Analysis Reports feature solves the business need for ad-hoc, dynamic and real-time data analysis that can be used to make decisions. All data entered into D3's Guard Tour module may be queried to generate graphical and tabular reports for analysis purposes. Assessment of data leads to refinement of resource use, increased operational efficiency and pre-compiled data for risk assessment and planning.

D3's Analysis Reports Instant Report feature enables user-defined and ad-hoc reports, allowing users to set vertical, horizontal and columnar criteria using any data field. Users may save or publish Instant Reports upon definition, allowing rapid generation of commonly used reports. With powerful on-the-fly tools, D3 permits the creation of reports from any field.

### Reports may include:

- **Trend**
- **Contract Provider Benchmarking**
- **Checkpoint Exceptions by Route, Officer, Location, etc**
- **Coverage Audits for Insurance and Risk**
- **Infrastructure Audits**



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## Administration Tool Kit

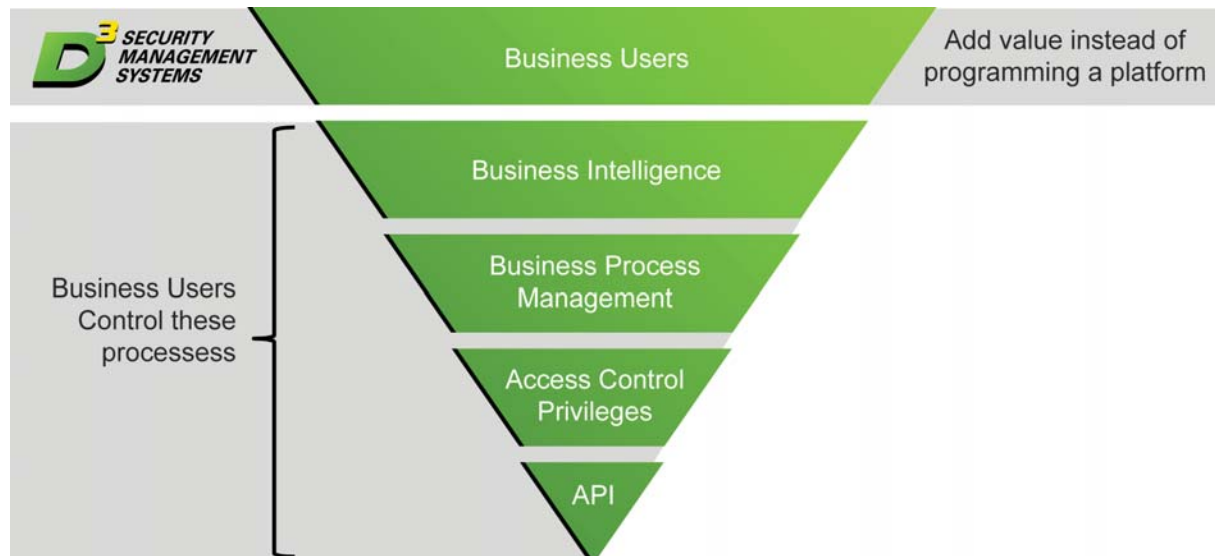
A single back-end framework used to configure all D3 Modules, the Administration Tool Kit empowers system administrators to change and grow the system to reflect the requirements of a dynamic environment. In addition, the D3 Administration Tool Kit uses the same business unit logic as the front-end solutions, allowing multiple levels of access control for adding, editing or viewing system configurations.

In creating the Administration Tool Kit, D3 invested significant resources to develop a Flexible Form Generator allowing full configuration of all application attributes. As a result, configurations are in the hands of business users designated as administrators. D3 does the initial configuration as part of our Total Customer Care experience, and any additional configurations can easily be performed by system administrators. As such, scarce IT resources are not required.

### Key functionality of the Administration Tool Kit:

- **Configure data collection forms**
- **Manage user access control privileges**
- **Manage functions users may execute**
- **Configure Notifications and Workflow**

WYSIWYG form Wizard + Configurable Workflow + On-demand Analytics = Empowered Business User



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