

# Rules for Strata changes to Gatehouse IT Systems and the JL Fibre Network use

The JL Gatehouse and Security Operations (Security) are there to work for the community. The majority of Security's work comprises patrolling the estate, managing much of the JL building access, moves in and out, liaising with external, fire, emergency and security services, logging issues and taking tennis court bookings (over the weekend).

From time to time, specific stratas will request additional service from Security on a permanent basis e.g. use of strata equipment in the Gatehouse, while these may lighten the strata's workload, in the past they have often increased that of Security.

The JL fibre network is used primarily for the Integriti security system, CCTV monitoring, Estate Management related business and some loading dock and fire stair communication. The network is a complex and important setup. Anyone considering carrying out any work that "touches" the JL fibre network must be aware of the **JL Network and Security Rules**, found on the Jacksons Landing website.

Some stratas have been given temporary permission to have a protected and secure JL fibre network connection for monitoring and other systems, to gain access to the wider internet.

Aside from controlling and monitoring specific locations with the Integriti security control system, Security staff tasked with assigning physical electronic keys to specific users as requested by:

- building managers
- Security themselves
- Estate Management for resident use

All of these processes, especially those relating to residents (business or unit), follow published CA policies and procedures.

Starting from 1 July 2023, a strata will need to approach the CA IT Subcommittee and Security with its request to obtain permission from the CA to:

- install its IT equipment in the JL Gatehouse or for use by Security, or change the way it uses the existing data
- connect to the internet or elsewhere via the JL fibre network
- make changes to any policies or processes relating to the Integriti security control system

Stratas should also be aware that should there be any failures in the fibre network, it may be necessary to deal with these failures first, prior to any strata-specific issues.