LIME ACCESS

Digitalization and hosting of business systems

LimeBook **REJ**

Visitor Management System

Full control over visits and visitor safety

limebook

EN ISO/IEC 27001:2023



LIME ACCESS



We digitize business processes using our proprietary web application, LimeBook, which provides secure data hosting, cloud storage, and controlled access to business information and documentation.



The application combines the advantages of custom-built solutions with the simplicity and fast deployment of off-the-shelf products.



Users of the LimeBook application value both the flexibility of customization and the scalability of the solution, as well as support during process mapping, digital implementation, and ongoing technical support.



The benefits we deliver include:

- streamlined workflows and information flow,
- increased operational efficiency,
- cost reduction and time savings,
- improved team collaboration,
- effective data management.

We are proud to be a boutique provider. This allows us to offer you something that often disappears with market leaders: a **genuine relationship** and the assurance that your business **truly matters to us.**

By choosing us, you can be **confident** that you won't be overshadowed by other projects.

We are here to **support your growth** with the **utmost care**.



LimeBook REJ – visits under full control



- Integrated solution for managing visits of guests and contractors.
- Invitation and registration of visitors (SMS, email, QR, kiosks).
- Automatic visitor identification.
- Badge printing and self-service reception handling.
- Generation of up-to-date evacuation lists.
- Reports on visits, entries, and exits.
- Integration with Active Directory.
- Intuitive user panels.
- Different user permission levels.
- GDPR compliance – security and flexibility.

Key system features

INVITATIONS AND CONTRACTOR PRE-REGISTRATION

Automatic invitations (SMS/email) with a registration link and a QR code as an e-pass.
Problem:
Chaos at the entrance, unprepared visitors, long service times, and registration errors.
Solution:
Visitors pre-register and arrive prepared, reducing queues, eliminating errors, and ensuring a consistent, professional check-in process.

SELF-SERVICE RECEPTION

Kiosks/tablets for self-registration, automatic badge printing, and host notification.
Problem:
Reception overload, manual handling of visits, and difficulties during high traffic.
Solution:
Full automation of the visit process – no need to engage reception staff, greater scalability, and a consistent service standard.

SECURITY AND RECEPTION PANEL

Central dashboard with real-time presence monitoring, permission verification, and visit host management.
Problem:
Lack of real-time control over people on-site, risk of errors, and slow operational decision-making.
Solution:
Full visibility and fast data verification, increasing control, accelerating response times, and reducing risk.

Key system features

EVACUATION LIST IN ONE CLICK

Instant **generation of an up-to-date attendance list** with the option to print or send it.
Problem:
Lack of current data on people on-site in emergency situations.
Solution:
Quick access to a complete attendance list, enabling efficient evacuation and meeting audit requirements.

SECURITY AND GDPR COMPLIANCE

GDPR compliance, Active Directory integration, and centralized access management.
Problem:
Risk of data breaches, fragmented user management, and difficulties in meeting audit requirements.
Solution:
Centralized access control and consistent security policies, ensuring data protection and regulatory compliance.

SIMPLE CONTRACTOR EVALUATION

Contractor evaluation using a simple card-based system.
Problem:
Lack of a standardized method for evaluating contractors makes it difficult to assess cooperation quality and make decisions about further engagement.
Solution:
Color-coded cards enable evaluation of contractors in terms of safety, punctuality, reliability, and quality of work.

Direct beneficiaries of LimeBook REJ

Health and Safety Department – full control of safety and compliance
The system provides a record of all individuals present on-site, automatically assigns a visit host, and generates an always up-to-date evacuation list.

Security / Gatehouse / Reception – efficient and error-free access control
Automation of registration and identification eliminates paperwork, shortens queues, and provides full real-time visibility of people movement.

Administracja / Facility - automatyzacja obsługi wizyt i redukcja kosztów
Administration / Facility – visit handling automation and cost reduction

Production / Maintenance – order and control of contractors' work
Ensures formal verification of contractors and real-time monitoring of their presence, reducing chaos and the risk of downtime.



Business value of LimeBook REJ

BHP

Proven safety

In organizations that prioritize the highest safety standards, LimeBook REJ:

- enforces registration of guests and contractors before entry,
- automatically provides GDPR statements for electronic confirmation,
- automatically notifies hosts of visitor arrival,
- ensures real-time access to evacuation lists,
- generates entry and exit reports.

Result?

- full record of all individuals on-site,
- solid proof of compliance (compliance, ISO audits),
- elimination of the risk of untrained individuals entering,
- immediate response in emergency situations.

Business value of LimeBook REJ

SECURITY / GATEHOUSE / RECEPTION

Access control without chaos and queues

Security teams choose LimeBook REJ because it simplifies daily operations:

- intuitive check-in / check-out panel,
- QR code scanning from e-passes,
- automatic badge printing,
- real-time monitoring of people movement.

Result?

- elimination of paper logbooks,
- smooth handling even during high traffic,
- clear identification of every individual,
- fewer errors, greater control.





Business value of LimeBook REJ

ADMINISTRATION / FACILITY

A reception that runs itself

Companies implementing LimeBook REJ automate visit handling:

- SMS and email invitations with a link and QR code,
- centralized visit scheduling,
- self-service kiosk (no receptionist required),
- on-demand visit reports.

Result?

- full automation of the registration process,
- ability to implement a self-service reception,
- improved visitor experience (UX),
- full control over the flow of people.

Business value of LimeBook REJ

PRODUCTION / MAINTENANCE

Contractors under full control

Production leaders use LimeBook REJ to organize cooperation with contractors:

- inviting contractors directly through the system,
- automatic verification of qualifications, documents, and approvals,
- real-time monitoring of crew presence on-site,
- elimination of work conflicts.

Result?

- certainty of formal contractor authorization,
- control over who, where, and when work is performed,
- elimination of chaos during service work,
- shorter downtime.



With LimeBook REJ, we deliver:

NUMBER OF SUPPORTED PROCESSES	1	Visitor handling.
NUMBER OF SUPPORTED DOCUMENTS	1	For each process.
MEMORY	1 GB	For attachments.
NUMBER OF SMS MESSAGES PER MONTH	1000	Within system notifications.
NUMBER OF EMAILS / NOTIFICATIONS	unlimited	Within system notifications.
NUMBER OF USERS	unlimited	With standard permissions.
NUMBER OF PERMISSION GROUPS	4 groups	Standard permissions.
NUMBER OF SUPPORTED DEVICES	unlimited	Devices with internet access.
NUMBER OF INVITATIONS AND VISITORS	unlimited	Available to authorized users.
APPLICATION LANGUAGE VERSIONS	PL, EN	Additional language versions on request.

Customization and exploitation support

PROCESS ANALYSIS AND MAPPING

A necessary stage of a properly conducted digitalization process. It enables:

- precise definition of the digitalization objectives,
- identification of areas requiring optimization,
- preparation of a process map that serves as the basis for system implementation.

SYSTEM IMPLEMENTATION

A key phase consisting of:

- system launch,
- process testing,
- training for key users,
- preparation of user manuals,
- handover of the system for production use.

ONGOING TECHNICAL SUPPORT

Its scope includes:

- technical support for day-to-day system usage,
- resolution of any issues and failures,
- optimization of currently supported processes.

OPTIMIZATION AND DEVELOPMENT

It is the implementation of the continuous improvement approach, delivered through regular system updates with particular focus on:

- cybersecurity,
- UX/UI functionality,
- adding new system features.

Key features of the LimeBook REJ system / service

CLOUD-HOSTED

Guaranteed reliability and data security through environment isolation, continuous updates, and infrastructure managed by specialists—without the need for in-house investments or server maintenance.

SUBSCRIPTION-BASED BILLING

Predictable fixed monthly costs make budget planning easier without the risk of unexpected expenses. No upfront investment in hardware, software, or licenses is required, resulting in a low barrier to entry.

CUSTOMIZATION

Our approach maps your physical processes into a digital environment. Our bespoke configuration translates complex business logic into user-centric solutions, delivering an individualized foundation for scalable automation in your operational area core.

COMPLIANT WITH ISO/IEC 27001:2023

LimeBook REJ operates based on processes and mechanisms that support full data control—from collection and processing to archiving. The system ensures data consistency, integrity, and availability, aligning with the core principles of ISO/IEC 27001:2023.

MODULAR ARCHITECTURE

LimeBook REJ can operate as a standalone solution or be integrated with other systems, creating a cohesive, scalable platform tailored to the company’s specific needs.

SCALABLE

By using the system, you incur only the necessary costs, and when needed, LimeBook grows with you in line with demand for:

- additional types of processes,
- additional locations,
- higher volumes of operations.

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