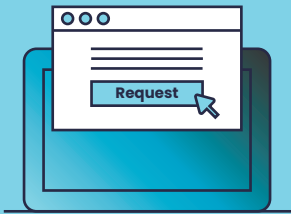


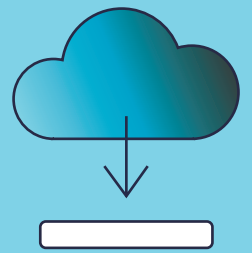
Site Access



Register your email



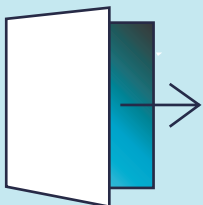
Submit site permit request



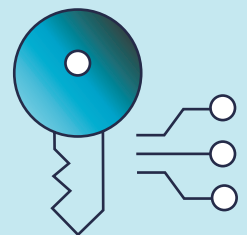
Download Lockvue App



Review site permit



Leaving the site



Access the site with digital key

Site Access: Registering and Using Your Digital Key

1) IF NOT ALREADY REGISTERED, THEN PLEASE REGISTER YOUR EMAIL WITH INDARA'S SITE MANAGEMENT CENTRE



- a) Email accesstosite@accesstosite.com.au requesting digital key registration. Provide full name, email & company.
- b) Alternatively, contact 1800 006 667, in advance of permit request

2) SUBMIT A SITE PERMIT REQUEST



- a) Prior to attending a site, submit a site permit request;
 1. The Customer Portal: <https://indara.my.site.com/> or
 2. Contacting the Site Management Centre: 1800 006 667 (Opt. 3)
- b) For emergency access while on site, scan the QR code located on the side-gate & follow the prompts.

3) DOWNLOAD THE LOCKVUE APP



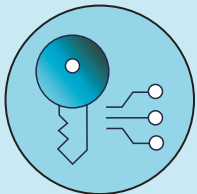
- a) Download the LockVue app (Apple iOS or Google Android).
- b) Log into app using registered email/SMC-provided unique code.
- c) Grant LockVue access to your device's Settings.
- d) With a site permit, your app is ready to use!

4) REVIEW YOUR SITE PERMIT TO SEE IF IT HAS A DIGITAL LOCK



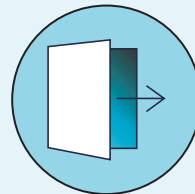
- a) Under 'Site Access Info' determine if the digital lock has been installed.
- b) If the site has a digital lock, you will receive an email confirming a digital key has been shared with you

5) USING YOUR DIGITAL KEY ON SITE



- a) Click 'Log On' on the top right of your digital site permit
- b) Log into Lockvue app.
- c) Click 'Find and Unlock'. All within-range locks you have access to will appear.
- d) Tap the sensor on the bottom of the lock.
- e) Navigate to the 'Find & Unlock' screen, and tap on the key.
- f) If access is granted, the key will turn green & the shackle can open
- g) Note: once the shackle is back in, it will automatically lock.

6) WHEN YOU LEAVE THE SITE



- a) Ensure that the shackle is securely back in the padlock. it will then lock automatically.
- b) 'Click 'Log Off' on the top right of your digital site permit'

Need Help?

Our friendly Site Management Team is always on hand to help you get on-site easier and faster! For assistance, contact 1800 006 667 or email accesstosite@accesstosite.com.au

Helpful Links

- LockVue locks <https://support.lockvue.com>
- LockVue mobile app: <https://support.lockvue.com/hc/en-nz/sections/4402736151705-LockVue-Mobile-Apps>
- User instructions on how to use Noke HD Padlock: <https://support.lockvue.com/hc/en-nz/articles/10502162849305-Noke-HD-Padlock-Quick-St>
- LockVue Noke HD Padlock Video- <https://www.loom.com/share/2e17be6267ff4f3abd6783280ac616d8>