

LimeBook **REJ** / Visitor Management System

LimeBook **SZK** / Learning Management Application

Two modules, one powerful tool for managing visits and the associated risks.





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 + SZK – visits and training fully under control



- An integrated solution for managing visits as well as OHS and environmental (HSE) training for guests and contractors.
- Inviting and registering visitors (SMS, email, QR codes, kiosks).
- Automatic visitor identification.
- Badge printing and support for unattended reception (self-service front desk).
- Generation of up-to-date evacuation lists.
- Reports on visits, entries, and exits.
- Integration with Active Directory.
- Delivery of electronic training (remote and on-site).
- Monitoring training validity and progress.
- Support for compliance obligations toward subcontractors.
- Intuitive user interfaces.
- Multiple permission levels.
- GDPR compliance – security and flexibility.



Key system features



INVITATIONS AND PRE-REGISTRATION OF SUBCONTRACTORS

Automatic invitations (SMS/email) with a registration link, OHS training, and a QR code as an e-pass.

Problem:

Chaos at the entrance, unprepared visitors, long processing times, and registration errors.

Solution:

Visitors complete registration in advance and arrive prepared, reducing queues, eliminating errors, and ensuring a consistent, professional check-in process.



SELF-SERVICE RECEPTION

Kiosks/tablets for self-registration, OHS training (LimeBook SZK), automatic badge printing, and host notification.

Problem:

Reception overload, manual handling of visits, and difficulties during high traffic volumes.

Solution:

Full automation of the visit process - no need to involve reception staff, improved scalability, and a consistent standard of service.



SECURITY AND RECEPTION PANEL

A centralized dashboard with real-time visibility of on-site presence, access verification, and management of visit hosts.

Problem:

Lack of real-time control over people on the premises, 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 WITH A SINGLE CLICK

Instant generation of an up-to-date **attendance list** with options to print or send it.

Problem:

Lack of current data on people on-site during emergency situations.

Solution:

Fast 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.



REMOTE, INTERACTIVE OHS & HSE TRAINING

Mandatory training delivered online - via link, terminal, or the participant's mobile device.

Problem:

Organizing on-site training generates costs, delays, and logistical challenges, especially with large numbers of visitors and contractors.

Solution:

A flexible training format accessible from any location and device, reducing time and increasing availability.



Key system features



AUTOMATIC PARTICIPANT IDENTIFICATION

Unambiguous participant identification based on QR code, email, or phone number.

Problem:

Risk of assigning training to the wrong person and lack of reliable audit data.

Solution:

Automatic, error-free participant identification that ensures full data integrity and eliminates the risk of mistakes.



TRAINING VALIDITY MONITORING

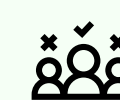
Automatic tracking of training deadlines and participant status.

Problem:

Lack of oversight leads to expired training and risk of non-compliance.

Solution:

The system sends renewal reminders and provides real-time visibility into training status, ensuring continuous compliance.



TRAINING APPROVAL COMPLIANT WITH REGULATIONS

Digital confirmation of training completion with recorded results and statuses, in accordance with the Regulation of the MRPIPS of 24 of November 2025 on changes in OHS training.

Problem:

Fragmented training and reporting lead to inconsistencies and errors.

Solution:

A standardized electronic training framework that streamlines the process and enables consistent reporting and comparison of results.



Direct beneficiaries of LimeBook REJ+SZK



OHS Department – full control over safety and compliance

The system records all individuals, enforces OHS training and documentation, and provides solid evidence for audits and inspections.



Security / Gatehouse / Reception – efficient and error-free access control

Automated registration and identification eliminate paperwork, reduce queues, and provide full real-time visibility of people flow.



Administration / Facilities – automated visit handling and cost reduction

The system streamlines visit management, enables a self-service reception, and enhances the guest experience while maintaining control.



Production / Maintenance – structured control of subcontractor 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 + SZK

OHS

Proven, auditable safety

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

- enforces pre-registration of visitors and subcontractors before entry,
- automatically delivers OHS instructions and declarations for signature,
- assigns required training based on the type of visit,
- automatically send a notification to the host when a visitor arrives,
- provides real-time access to evacuation lists.

Result?

- full visibility of all individuals on-site,
- solid compliance evidence (ISO audits, regulatory checks),
- elimination of the risk of untrained individuals entering the premises,
- immediate response capability in emergency situations.



Business value of LimeBook REJ + SZK

SECURITY / GATEHOUSE / RECEPTION

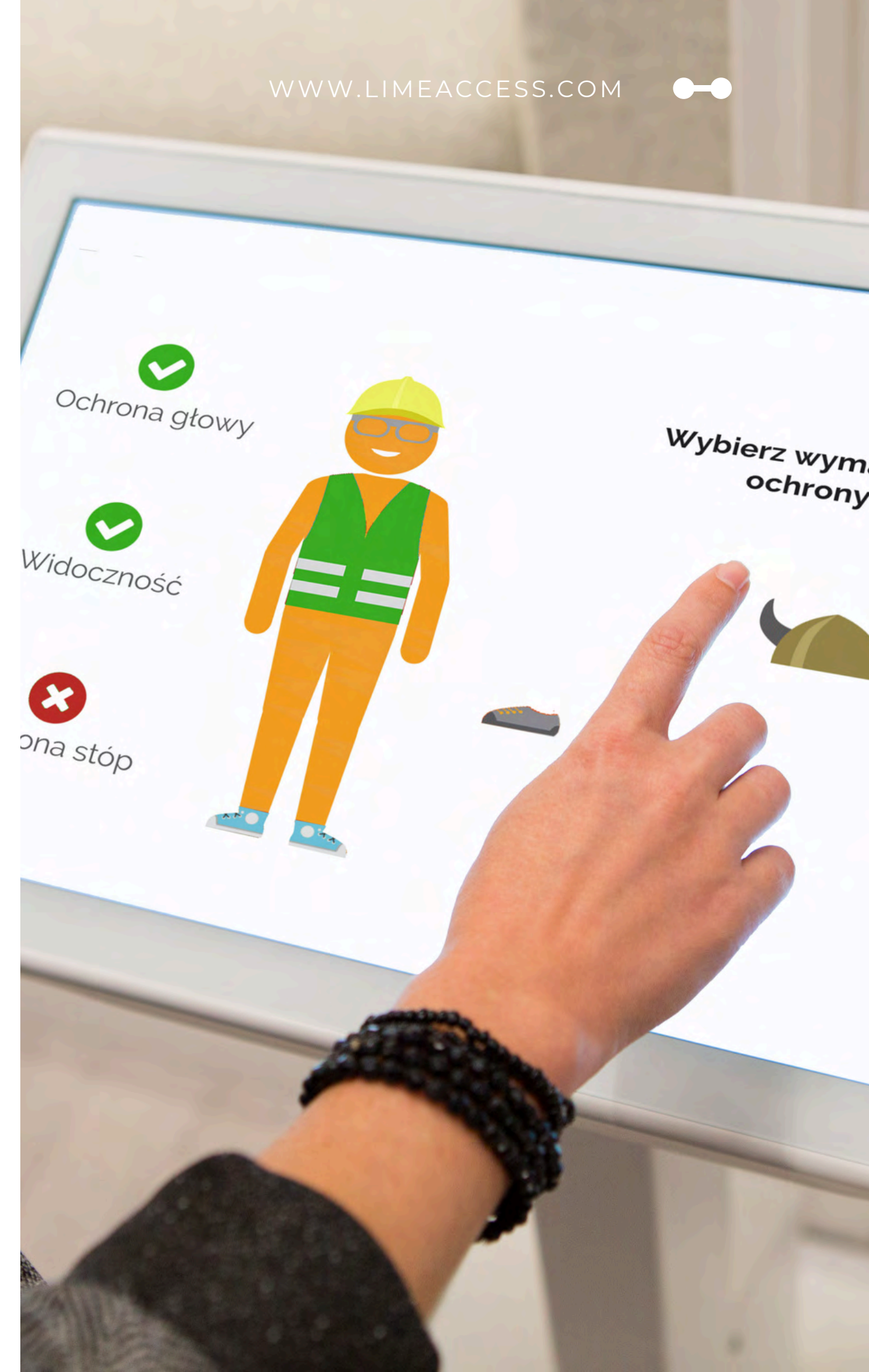
Access control without chaos or queues

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 flow.

Result?

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





Business value of LimeBook REJ + SZK

ADMINISTRATION / FACILITIES

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?

- fully automated registration process,
- ability to deploy an unattended reception,
- improved guest experience (UX),
- full control over people flow.





Business value of LimeBook REJ + SZK

PRODUCTION / MAINTENANCE

Subcontractors under full control

Production leaders use LimeBook REJ to streamline contractor management:

- inviting subcontractors directly through the system,
- automatic verification of: authorizations, documents, approvals,
- real-time monitoring of teams on-site.

Result?

- assurance of formal contractor authorization,
- control over who is working, where, and when,
- elimination of chaos during maintenance and service work,
- less downtime.





With LimeBook REJ + SZK, we deliver:

NUMBER OF SUPPORTED PROCESSES	2	Visitor management
NUMBER OF SUPPORTED DOCUMENTS	1	for each process
NUMBER OF TRAININGS	2	40 slides per training
AMOUNT OF RAM	2 GB	for use as attachments
NUMBER OF SMS MESSAGES PER MONTH	2000	as part of system notifications
NUMBER OF EMAILS / NOTIFICATIONS	unlimited	as part of 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, VISITORS, AND TRAININGS	unlimited	available to authorized users
AVAILABLE INTERFACE LANGUAGES	PL, EN	extra languages available on demand



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 + SZK 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 + SZK 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 + SZK can operate independently or be integrated with other modules, creating a cohesive, scalable system tailored to the company's 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.

Lime Access Sp. z o.o.

ul. Marii Curie-Skłodowskiej 12, 50-381 Wrocław, Poland
VAT ID: 8952188392 | REGON: 369501390 | KRS: 0000729157
Share capital: PLN 81,050

Feel free to contact us

info@limeaccess.com
www.limeaccess.com