



FaMe® Key Management

Issuing
Monitoring
Reporting
Graphical Key System

The FaMe® CAFM module Key management consists of all necessary features to manage key systems from key issuing to monitoring the usage of keys.

Features

receipt can be handed out for signature and record keeping.

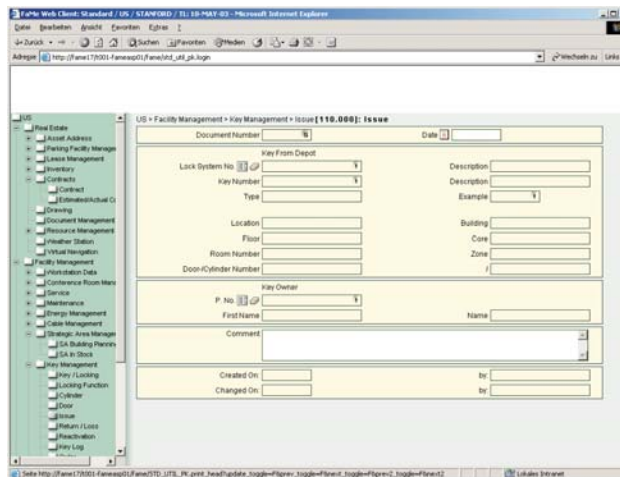
The FaMe® Key management feature ,return/loss' is used for return of keys as well as the handling of loss events. You can input comments and explanations as well as the circumstances of a loss events. Blocking and reactivation of a key is supported.

Destruction of keys is managed via a separate software feature. As this is a serious matter the name of a witness can be entered.

Default Specifications

The specifications „key properties“ and „key group“ assist in the specification of a master key system. Single or group keys, master keys, etc. can be defined.

Permission hierarchies can thus be generated. These codes classify which keys operate certain (groups of) locks. By default a key of a superior type always works with a inferior lock. Exemptions of this rule and predefinition of a certain key/lock combination are available too.



FaMe® Key management allows the free definition of key hierarchies. You are able to define your own coding system. An automatic ordering feature is responsible for purchasing of keys and locks as well as updating the according inventory. You can issue an up to date report of your key system at any time using definable parameters for the report data selection.

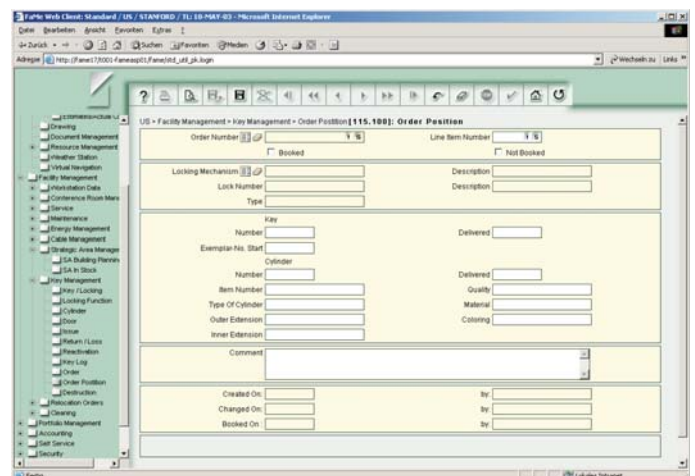
Software functions

An inventory management feature manages number and type of keys and locks. An overview for the history of each part is included as well as specific information on issuing or loss events.

The ordering feature in FaMe® Key management deals with the purchasing of new or replacement keys. After delivery the items

can be imported into the inventory. The purchasing order process also includes logging of references to key supplier, manufacturer and key system provider.

Issuing of keys is done through a separate feature. It is connected to the FM objects room and person. A notice of



The specification „key group“ identifies a certain key system if more than one is available at a building or company.

A „repository“ is defined for the allocation of key types. Issued keys are marked as „not available“ and reactivated after return.



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Document Number	Date	Comment	Current	Historic	Attachment	Description	Key Number	Description	Type	Example	P.No.	Field
1	31.05.2003		x		Durand-01	Durand-Housing 1-2-3-6	Single Key	Einwelschließung	1236	45554	Joe	Ha
2	17.05.2003		x		Durand-01	Durand-Housing 1-1-1-1	Single Key	Einwelschließung	1113	1283758	Tom	SR
3	17.05.2003		x		Durand-01	Durand-Housing 1-1-1-1	Single Key	Einwelschließung	1114	45554	Joe	Ha
4	17.05.2003		x		Durand-01	Durand-Housing 1-1-1-1	Single Key	Einwelschließung	1115	47878	Julie	Ha
5	17.05.2003			x	Durand-01	Durand-Housing 1-1-1-2	Single Key	Einwelschließung	1112	46778	Barah	Vil
6	17.05.2003		x		Durand-01	Durand-Housing 1-1-1-2	Single Key	Einwelschließung	1113	54755	Matt	Mil
7	17.05.2003		x		Durand-01	Durand-Housing 1-1-1-2	Single Key	Einwelschließung	1114	5797	Lara	Vil
8	17.05.2003		x		Durand-01	Durand-Housing 1-1-1-2	Single Key	Einwelschließung	1115	34765	Marc	Clf
9	16.05.2003		x		Durand-01	Durand-Housing 1-1-1-2	Single Key	Einwelschließung	1116	47878	Julie	Ha
10	17.05.2003		x		Durand-01	Durand-Housing 1-0-0-0	Mainkey	Gruppenschließung	1000	5688	Peter	Adi
11	24.05.2003		x		Durand-01	Durand-Housing 1-1-1-2	Single Key	Einwelschließung	1112	46778	Barah	Vil

The specification „door“ is used for the assignment of locks to certain doors. This enables the detailed localization of locks. Additional information for doors like security category or fire class are also available.

Reporting

Reporting is an important part of FaMe® Key management. You can output reports of a wide range of types at any time. This includes key reports, key hierarchy reports, issuing and key/lock history reports. This information can be passed on to MS-Excel, an MS-Access report form or directly printed as PDF file.