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**Fire alarm security protocols**

Owners are responsible to provide access to their unit at the scheduled time during the work hours of 8:00 a.m. – 5:00 p.m.

Owners may elect, for the convenience of the owner, to permit the use of keys maintained on site by the AOUO for entry to their unit.

The AOUO will confirm individual residential unit keys in possession of the AOUO operate the lock mechanism at the pre-construction meeting.

Owners will sign the attached Apartment Access & Work Authorization form at the pre-construction meeting.

A separate security officer will be employed by the AOUO to unlock units in the morning and will patrol floors where work is being performed throughout the day.

WASA will lock the door upon exiting the unit. Subsequent entries will require security to unlock the door.

WASA and security will walk “working floors” to confirm doors are locked at the end of the day.

Unit keys remain in the possession of the Associations security personnel until they are returned to the YHT Management Office at the end of each day.