

FROM: Manager, Market Services, Facilities    EXTN:  
DATE: 27 January 2005    REF: BMc/lw/Y3487  
SUBJECT: **2005 SECURITY PASS ARRANGEMENTS**  
SUBJECT AREA(S):  
ATTACHMENTS:

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ACTION POINTS: **Collection of Working Members' (Lloyd's Names) Passes**  
DEADLINE(S): **End of January 2005**

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## **2005 SECURITY PASS UPDATE – IMPORTANT CHANGES**

**In the light of the continued high threat level for the City of London, the perimeter security of the 1986 Building is continuously under review. With the support of the City of London Security and Emergency Services it has been agreed to strengthen the perimeter security of the building with the installation of proximity card operated barriers.**

As from the 31 January 2005 security barriers will be in operation at all entrances of the 1986 Building.

The barriers will be activated by your new 2005 Lloyd's pass which has been programmed to allow you access through the barriers.

You will find a card reader on the front of each barrier to which you should present your Lloyd's pass to gain access.

You need not present your pass on the way out as the barriers will allow unrestricted exit.

If your card fails to work, there will be a security guard to assist who will direct you to the Concourse Reception where the validity of your card will be checked.

**The 2004 passes will be invalid from next Monday morning 31 January, and will not activate the barrier system to allow entry into the building.**

**If you do not have a valid 2005 pass, this means entry will be refused.**

**Please follow the appropriate instructions immediately to ensure entry into the building.**

## **WORKING MEMBERS**

New passes are available for Working Members (who have not been notified of the cessation of their membership to take effect before or by 31 December 2004) from the Camera Room, Concourse level, 1986 Building.

**Individuals, who have been notified of the cessation of their membership to take effect before or by the 31 December 2004**, who still require access to Lloyd's buildings, and are employed, by an Underwriting Agent or Lloyd's Broker, are advised to apply immediately for a new category of pass.

## **EXTERNAL MEMBERS**

New passes have been produced and sent out to Members' Agents, and should have been forwarded on to their members.

## **ALL OTHER CATEGORIES**

Annual Subscribers (silver), Non Insurance Representatives (blue) and Non-Underwriting Working Members (gold) passes – Full payment should have been received, individual companies have been asked to collect passes from Lloyd's, Room 714 for distribution to their Lloyd's pass holders.

Should you have any questions or require further details on the different categories of pass, please contact Veda Kistnen on extension 5080. Any queries relating to membership cessation should be directed to Lynda Edwards on extension 2058 in the Members' Services Unit

## **FRANCHISOR PASSES**

Franchisor Managers have confirmed details of passes required for 2005 and these have been issued.

This bulletin is being sent to Managing/Members' Agents/Brokers/Compliance Officers and Underwriters.

John H Mitchell  
Head of Property Services