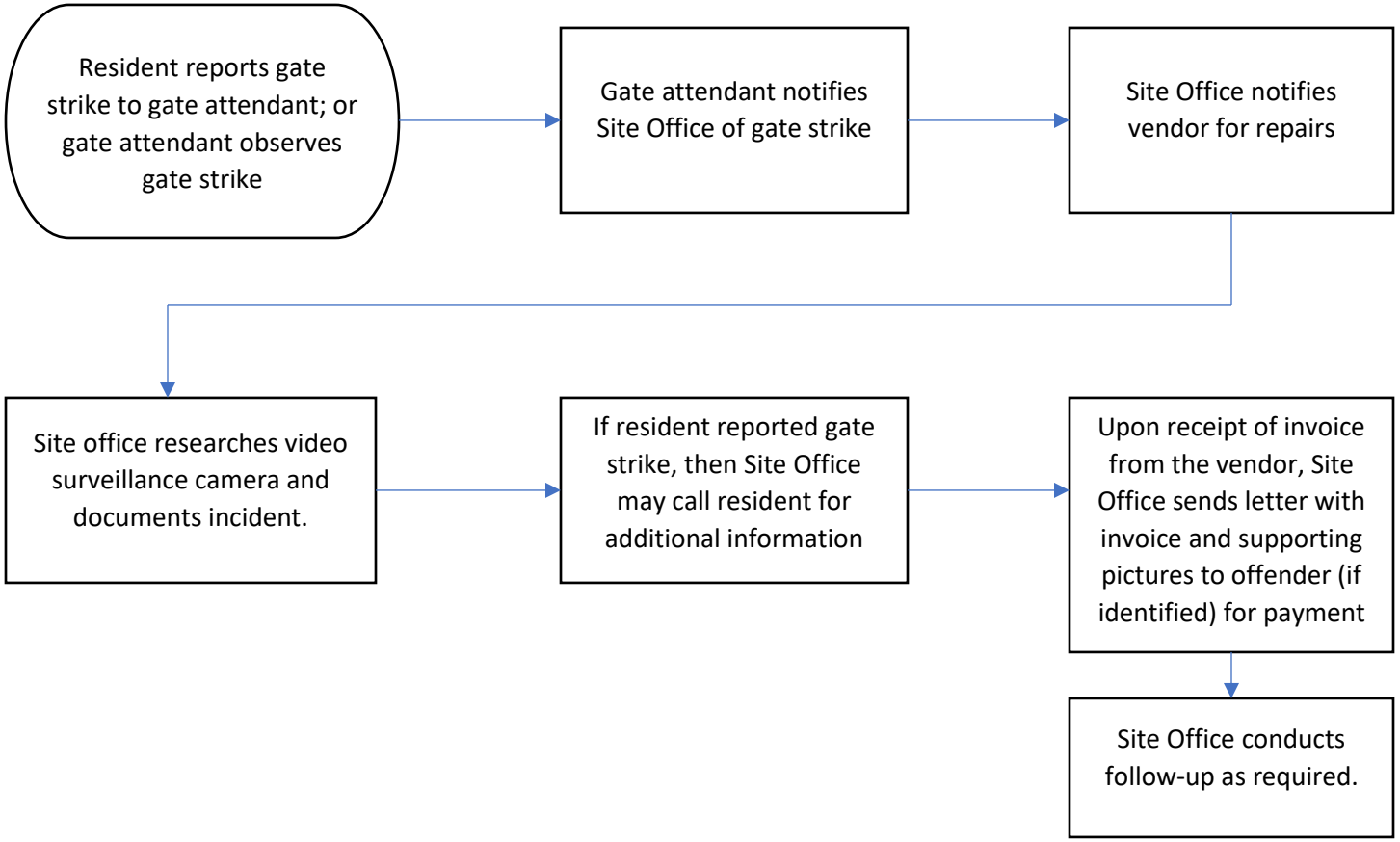
GATE STRIKE


Resident reports gate strike to gate attendant; or gate attendant observes gate strike
Gate attendant notifies Site Office of gate strike
Site Office notifies vendor for repairs
Site office researches video surveillance camera and documents incident.
If resident reported gate strike, then Site Office may call resident for additional information
Upon receipt of invoice from the vendor, Site Office sends letter with invoice and supporting pictures to offender (if identified) for payment
Site Office conducts follow-up as required.