Office

- Checking In
- Security Cameras

Checking In

Employees, freelancers, and guests to the Prettybird/Ventureland US office must check in with reception. It is crucial that we maintain an up-to-date list of everyone physically in the office, and there are no exceptions for anyone.

- Checking in is not a substitute for tracking work hours vi Paychex, but is simply a record of who is physically in the office.
- Reception is able to check in employees, freelancers, and guests, but we request that everyone take the time to check themselves in and out when entering and exiting the building.
- Check in and check out events are logged and connected with our security camera system .

Security Cameras

The Prettybird/Ventureland US office uses internal and external video monitoring.

- The parking lot, outside patio, entrances, and open "public" spaces within the building are recorded 24/7.
- Audio is never recorded.

In order to access or review any footage, a written request must first be made to both Operations and IT.