

SCREENING INSTRUCTIONS

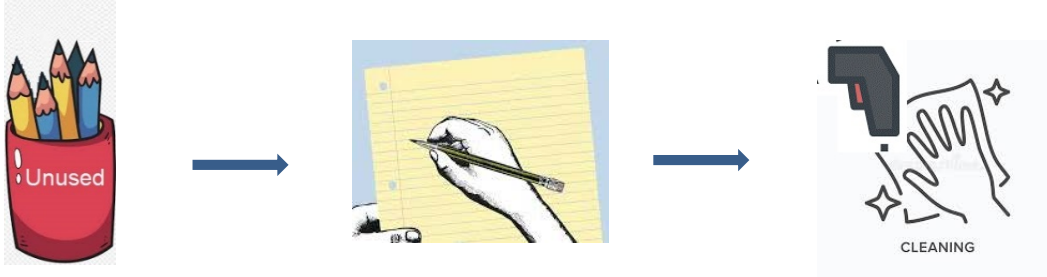
Temperature Check Procedure

At each City facilities, visitors shall visit the self-screening table, take their temperature and answer a few questions. Below are the self-screening instructions.

- Prior to beginning the screening, clean your hands using the hand sanitizer.



- Put on a pair of disposable gloves, check your temperature using the handheld thermometer.



- Record the actual temperature(s), answer the questions on the visitor self-certification form (if temperature is equal to or over 100.4 F, Leave City facility) and clean thermometer.



- Place pencil in Used pencil container, throw away gloves and use sanitizer to clean your hands.

Based on the results of your temperature and responses to the questions, please read the self-certification form to determine if you should can enter the City facility or must leave the City facility.

YOU ARE DONE

If you do not have a temperature and answered NO to all the questions, please present the signed self-certification form to the employee at the public counter where you are conducting your business.