



HELPFUL HINTS for returning to the CAYMC

Employees: Prior to arrival:

1. Complete your online health screening survey provided by your employer
2. Organize carry-in items for ease of security screening
3. Wear a face mask or covering or access will be denied

Employee Access:

1. Employee entry is limited to the Randolph entrance
2. Awnings and tents have been erected for temperature screening
3. Lines form from two directions: At the east end at the Randolph Guard House and at the west side from the Larned circular driveway.

Upon Arrival:

1. Line up and social distance for temperature screening
2. Prior to reaching the screening tent place pocketed items (keys, cellphones, etc.) in the plastic bag provided
3. If your temperature is acceptable you will be allowed to enter
4. If your temperature exceeds established limits, access will be denied
5. After temperature screening, enter and swipe your badge on the turnstiles
6. Place bags directly on the x-ray belt and retrieve after clearance
7. Place your plastic bag on the metal table to the left of the security portal

Employee Badges: We are transiting to new employee badges that are required to activate the turnstiles at the Randolph entrance and are requesting that employees come to Room 156 between 8:30AM and 4:30PM Mon-Fri for a new photo and badge.

Elevators & Staircases:

1. Social distance as your approach the elevators
2. Elevators are limited to 2 passengers per cab
3. Prefer to walk; Staircases A & C are unlocked; use B, D and E to go down

Visitor Entrance: The Woodward Avenue entrance is open for visitors and temperature screening and face coverings are required.

Remember: Follow all of the City of Detroit requirements and practices regarding workplace safety including but not limited to the proper use of Personal Protective Equipment (PPE) and supplies