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Engineering Faculty, Staff, and Students:

This document is intended to provide more details on the implementation of the health verification policy in the Engineering Complex. It is based on conversations with KU staff coordinating the coronavirus response.

- The entry door for the complex will be the west door of Learned. Key card access will be provided to this door for faculty, staff, and authorized students. An authorized student is a student engaged in a research or teaching activity that requires being physically present in the Engineering Complex and who is on an approved list of students submitted by their supervising professor. Other doors will be locked to entry. All exit doors remain exit doors.
- A monitor (live person) is expected to be in the hallway beginning June 8 at the west entry to the complex from approximately 8 a.m. to 5 p.m. Monday-Friday.
- The monitor is not there to provide security but is a health verification monitor.
- Persons entering the building will need to respond to four health questions. This can be done in advance using the [CVKEY mobile app](#) or at the door on paper.
- Entry is still permitted when the monitor is not present.
- Entry is permitted on weekends. The only time authorized people should not be in the building is during cleaning hours 10 p.m. to 7 a.m. Monday-Friday.
- For cases where gas cylinders or packages must be brought into the building from outside, pairs of people may go to the closest door and one person may hold the door open for the person retrieving the object.
- All of the previously established requirements for social distancing, wearing of masks, and operations within the building remain in place.
- This health verification process is expected to be in place through June and July.

Questions about mask protocols, alternative entry points, and building monitors have been raised. The current KU policies on these items are:

1. Masks- must be worn at all times in the buildings, hallways, and common areas. If you are going into an office that is your own, and you can close the door, the mask can come off. Otherwise, it must be worn at all times in the building.
2. Single Point of Entry- right now for engineering there is one single point of entry. That could change as we get closer to the start of school, but at this time, there is only one single point of entry. KU Facilities selected this entrance based on a review of ADA accessible entries, proximity to ADA accessible parking, and accessible paths within the complex and determined the west entrance to be most appropriate.
3. Building Monitors- the building monitors are current full-time staff in the Operations umbrella group. The Engineering building monitor may be someone from Transportation Services (Parking & Transit), Center for Sustainability, Business Operations, Custodial and/or Facilities. Please be friendly! You will see this person many times as the summer moves forward, and the building monitors are trying to help this pilot program be as successful as possible!

Thank you for your cooperation and patience through this challenging time. You are welcome to contact Building Complex Manager [Nathan Fortner](#) or [Bob Parsons](#) with questions.