

Julie Milavec <jmilavec@dglibrary.org>

Door Monitoring Procedures

1 message

Jen Ryjewski <jryjewski@dglibrary.org> To: All Staff <staff@dglibrary.org> Wed, Jul 1, 2020 at 3:13 PM

Hi, Everyone.

As many of you will have rotating shifts monitoring the entrance into the library and building capacity, please refer to the attached Door Monitoring Procedures. Please make sure you read this document before your first shift.

You can also find a copy of the PDF in the COVID-19 folder on the shared staff drive.

Thank you so much.

Jen

Jen Ryjewski Assistant Director 630-960-1200 x4299



Door Monitoring Procedures.pdf