



Sample Site and System Setup Validation Checklist

Site: _____

System: _____ Serial #: _____

Contact Person: _____ Date: _____

The Screening Area

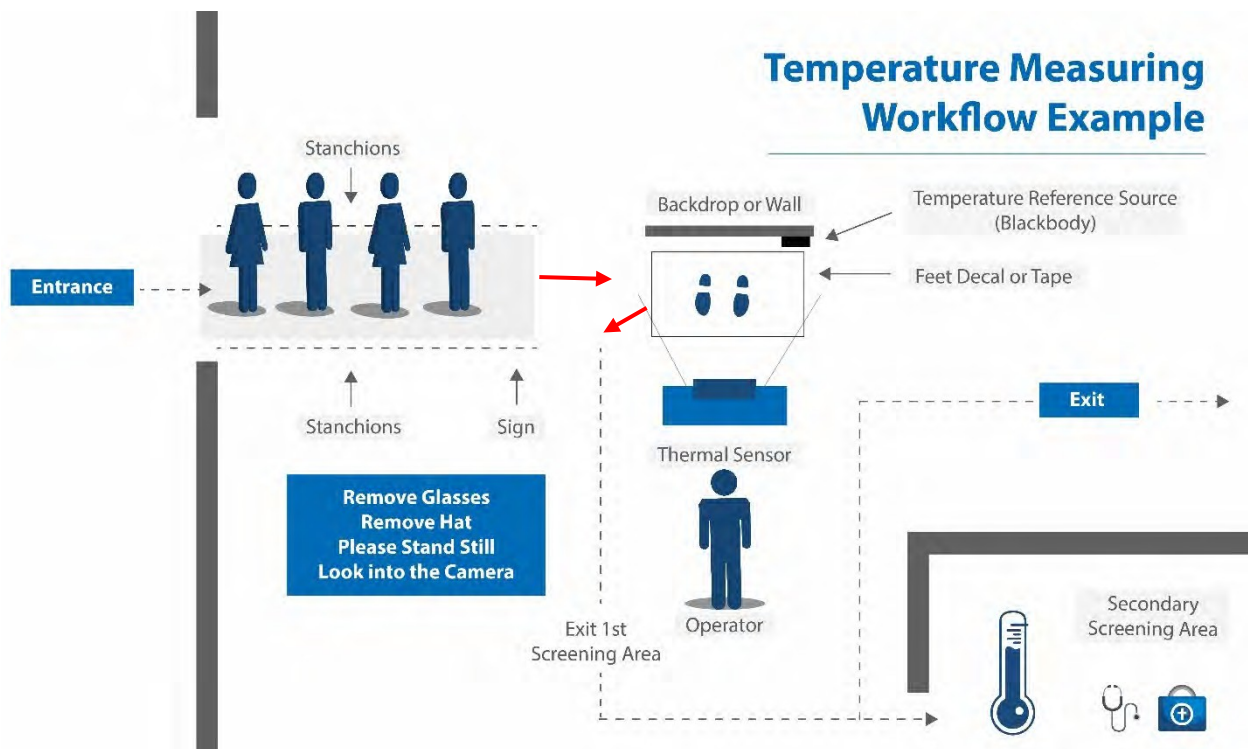
- Ensure that this area is free from:
 - a. Any direct or indirect (reflected) sunlight.
 - b. Warm or cold conductive airflow.
e.g. HVAC vents/intakes.
 - c. Any radiant energy from electrical sources.
 - d. Direct or indirect lighting on the individual being screened.
- Room temperature is: 20° - 24°C (68° - 75°F).
- Relative humidity is 0 – 80%.

The Screening Background

- Placement is parallel and perpendicular to screening camera.
 - a. Distance of ~ 8 - 12 ft.
- Consists of a non-IR reflective homogeneous background.
 - a. Suggested minimum size is: 10' x 8'.
 - b. White to grey flat finish is preferred.
- The blackbody is in front of the background (direct line of sight to the camera) and located so it can be framed within the screening image.

The Traffic Flow

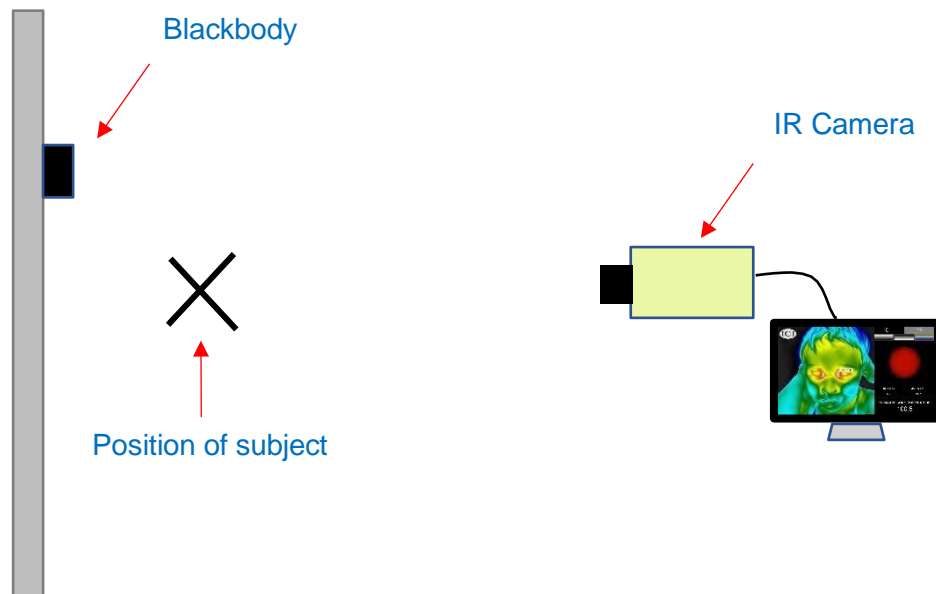
- Establish a guided pathway from the entrance to the screening area:
 - Design this pathway so there is an equilibration time.
 - No restrooms on ingress pathway.
 - Signage should instruct to remove glasses and any headwear or facial masks.
- Mark the point of measurement on the floor (“V/X” or a set of footprints).
 - The distance is unique to each screening system.
- Ensure the line of sight from the blackbody to the camera is never blocked by an individual entering or leaving the point of measurement.
- The secondary screening area should be setup near the screening area.
- Courtesy suggests that the operator:
 - Wear earbuds so that the audible alarm is not heard from by others in line.
 - Those that require secondary screening could be handed a card directing them to the secondary screening area.



IR Camera Placement

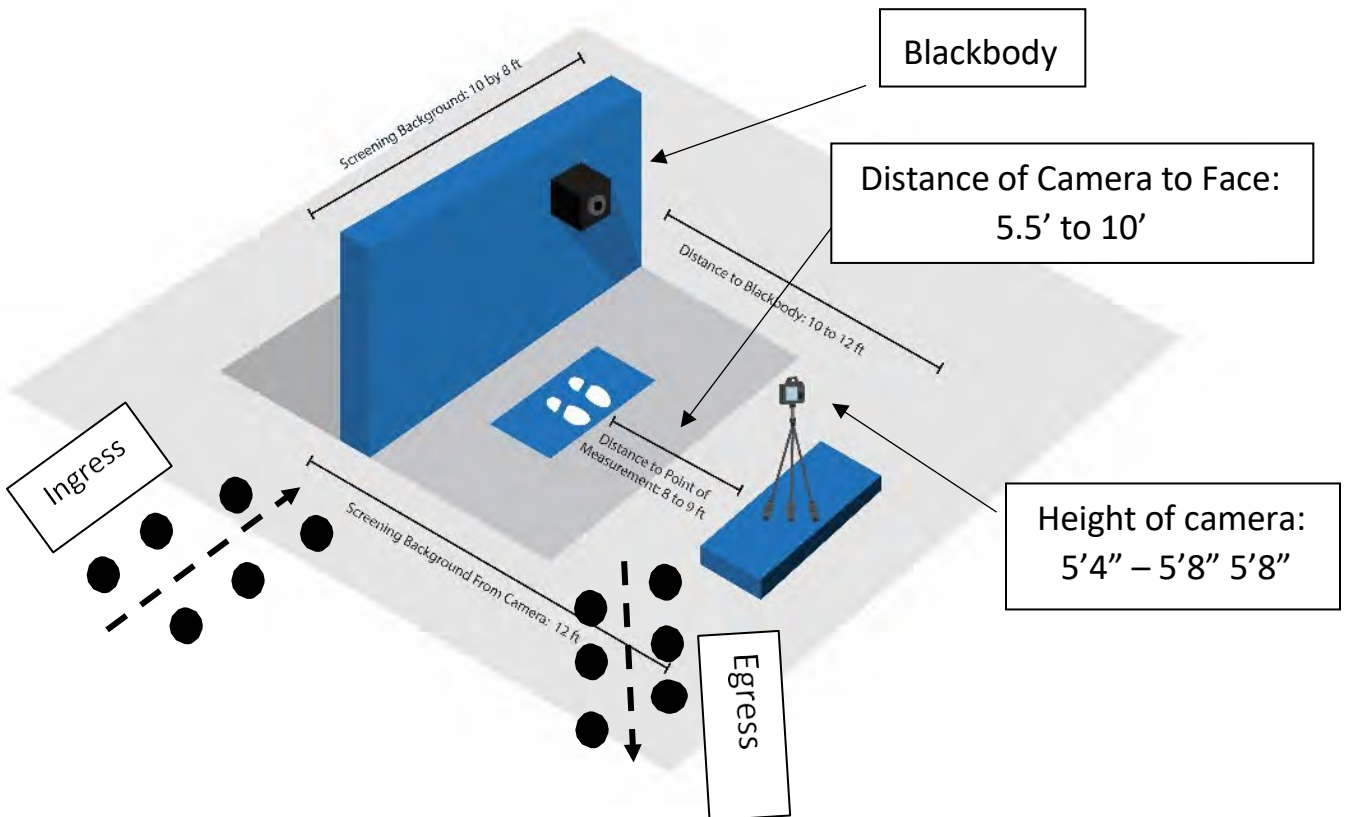
- Level on tripod or other suitable support.
- Placement is perpendicular in both the horizontal and vertical axes to the person being screened.
- Height of camera:
 - Average male is ~ 70 inches; Average female is ~ 65 inches.
 - Camera height of 5'4" – 5'8" will image 4'8" to 6'4" individual.
 - Taller will require a height adjustment to camera.
- Distance of camera to individual being screened is: 5.5 – 10 feet.
 - The individual's face and the blackbody should be in the frame.
- Distance to blackbody: <12 feet.
 - Behind the individual being screened yet visible within the frame of the image.
 - Example: Subject is 9 ft from camera, blackbody can be from 9.5 – 10 ft.
- Protect the camera from exposure to direct sunlight to avoid damage to the camera sensor.

Background



Blackbody

- Mounted on a tripod or other stable stand.
- Positioned so it is visible within the frame of the image.
- Temperature is set at 35°C (95°F) to 37°C (98.6°F); match the system.
- Ideal warmup time is 45 minutes.



Individual Screening

- Signage is present when approaching the screening area with instructions to remove glasses, hats, and facial coverings (masks).
- Individual being screened will step on the measured mark.
 - Frame should be centered on their face.
 - Adjust the focus in the Grey palette to obtain a crisp, clear image of the blackbody and person being imaged.
 - Focus is attained by turning the outer portion of the lens (focus ring w/rubber grip). Threading out will focus near and threading in will focus far.
 - Several models are equipped with autofocus.
 - Blackbody is present within the frame.
- Temperature measurement from the medial canthus of the eye is below the threshold settings: **Pass**
 - Proceed to the entrance of the facility.
- Temperature measurement from the medial canthus of the eye is above the threshold settings: **Fail**
 - Audible alarm.
 - Proceed to the entrance to the secondary temperature screening area.

Final Step

Final validation is dependent upon a signed copy of this checklist from each person responsible for each site.

Upon completion please sign below.

Date: _____

ICI representative:

Print name

Company representative:

Print name