



HEALTH SCREENING FOR VISITOR MANAGEMENT

KastleVisitor® delivers highly efficient visitor management. From enabling visitor registration from Outlook or Gmail, to emailing user-friendly barcodes for faster check-in, "KFO" securely pre-authorizes visitor access and decreases lobby congestion – vital for the office health in the era of COVID-19.

Pre-registers visitors directly from Outlook or Gmail

Emails barcodes for faster touchless visitor check-in

Provides pre-authorized and secured visitor access

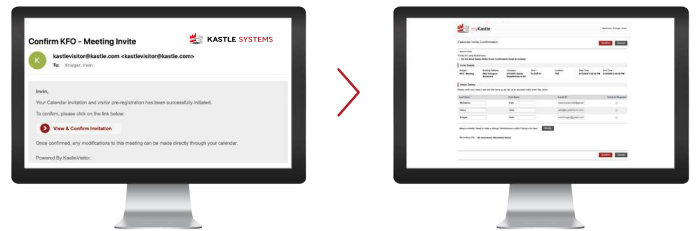
Health screens visitors in advance of their appointment

PRE-REGISTERED VISITORS

1. Schedule a Meeting Meeting host sends Outlook or Gmail invitation to visitor and also registers that visitor by adding kastlevisitor@kastle.com to the invitation.

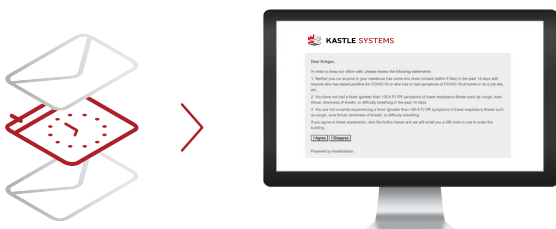


2. Confirm the Visitor KastleVisitor sends an email to host with a link that opens a screen for the host to provide the visitor's full name which pre-registers the name in the system.



3. Health Screening Emails Visitor automatically receives an initial email stating that a health check screen invitation will appear 8 hours prior to their scheduled check-in.

Visitor automatically receives a health screening survey 8 hours prior to meeting check-in time. The attestation prompts the visitor to agree (healthy) or disagree (unhealthy).



4. Touchless Visitor Check-In If visitor attests to being healthy, they receive via email a QR code 1 hour before check-in which they can use to enter the workplace.

The visitor scans the code which grants appropriate/authorized access. The code is valid for one day only.



Track visitor check-ins, audit health screening responses, trace contacts and report history with KastleVisitor.



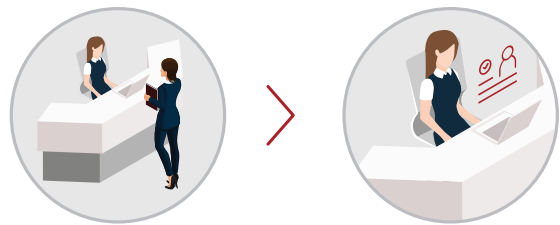
HEALTH SCREENING FOR VISITOR MANAGEMENT NON-REGISTERED VISITOR

KastleVisitor® delivers highly efficient visitor management.

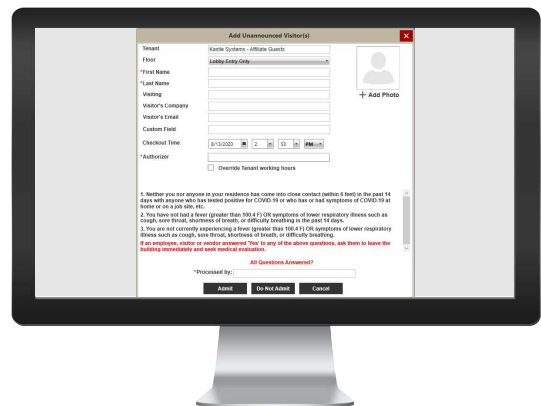
KastleVisitor enables the front desk staff to administer health screening protocol as a requirement for any visitor who may arrive at the workplace entrance without pre-authorization. The front desk administrator can serve the screening attestation of visitor access to ensure only healthy individuals may enter the premises.

| WALK-IN VISITORS

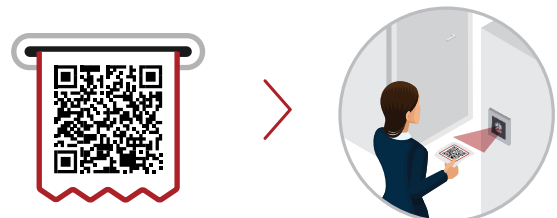
1. Arrival Visitor arrives at front desk and informs administrator of scheduled meeting details. After administrator verifies meeting details (via phone, email, text etc.) with internal staff, he/she then must administer health screening attestation.



2. Health Assessment The administrator is presented, in addition to visitor registration details to fill in (like name, organization, who they are to meet with, what floor, duration of meeting), a series of statements to read to the visitor attesting to his/her health status.



3. Visitor Access If visitor agrees to the health attestation, the administrator can email or print out a unique QR code that the visitor then uses to enter the office for their meeting at their check-in time.



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