



ALLIED MACHINE & ENGINEERING

Visitor Protocol



Stay six feet away from others through social distancing at all times. If you are unable to stay 6 ft apart, do not congregate.



Take your temperature and monitor for symptoms prior to entering our facility. Be familiar with the symptoms of the virus.



Wash your hands properly for 20 seconds or use hand sanitizer.



Disinfect the surfaces you touch in accordance with the protocols in the area you are working in. Your Allied Host will provide you with the proper sanitizing supplies for that area.



Delivery Drivers are restricted from entering our facilities.



Face coverings are optional. Unvaccinated individuals are still encouraged to wear a mask to avoid the spread. Please be respectful to others who may request an unvaccinated individual within six feet to wear a mask.

Visitor Questionnaire

Visitors must sign in using the kiosk in the respective lobby to respond to COVID-related questions. If the visitor is unable to sign-in via the kiosk, please complete the paper version.

The questionnaire must be completed in its entirety as described to allow the Allied Host to either permit or deny entry into our facility.



Effective June 2, 2021

Allied COVID-19 Visitor Questionnaire

Effective June 2, 2021

Please use this paper version only if you are unable to sign-in and complete this questionnaire using the kiosk.

The Health and Safety of our associates and families is of the utmost importance. Given the rapidly changing atmosphere of the COVID-19 pandemic, to protect the health of everyone at our sites, only business visitors will be permitted at any Allied facility at this time.

All business visitors wishing to enter Allied facilities are required to be screened with the Allied Machine & Engineering Visitor Questionnaire.

Visitor Name:	
Visitor's Company/Organization	
Personal Phone Number	
Name of Allied Host	
Building	<input type="checkbox"/> Deeds Drive <input type="checkbox"/> Third Street

Self-Declaration by Visitor

1 Are you considered fully vaccinated according to the Centers for Disease Control?
 Yes No

If yes, you are permitted access rights to our facility and can skip questions 2-4.

Complete only if you answered No to question 1

2 Have you experienced any COVID-related symptoms in the last 48 hours?
 Yes No

3 Are you currently isolating or quarantining because you tested positive for COVID-19, worried you might be sick with COVID-19, or currently awaiting results of a COVID-19 Test?
 Yes No

4 Have you been in close physical contact within the last 14 days with anyone who has had (1) a laboratory confirmed case of COVID-19 or (2) symptoms consistent with COVID-19?
 Yes No

If the answer is "yes" to any of the questions 2-4, access to the facility will be denied.

Signature (visitor): _____ Date: _____

Note: if you plan to be onsite for consecutive days, please immediately advise your Allied host if any of your responses change. The information collected on this form will be used to determine your access right to Allied facilities. Any questions should be directed to jgarber@alliedmachine.com

Access to facility (circle one): Approved Denied Temp _____

Forward form to Director of HR Associate's Signature: _____