

## TENANT INFORMATION ADVISORY

**Retention:** Indefinite

July 26, 2017 17-048

## ACCESS TO THE TERMINAL THIRD FLOOR VIA ELEVATOR

Effective Monday, July 31, 2017, the PIN function will be disabled on the ID Badge Reader (Upper Level and Lower Level) that controls elevator access to the Third Floor of the Terminal Building (MAA offices). This is being done to encourage ID Badge holders to fully comply with the posted signage stating ALL Badged Employees must use their badge to access the Third Floor. Escorting of unbadged individuals is still allowed and has not changed.

Eliminating the PIN function will allow ID Badge holders to each present their ID Badge more efficiently without holding up the elevator for others.

Please keep in mind the PIN function and/or Fingerprint Reader may be activated at any time due to changing security requirements.

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John A. Stewart Director Office of Airport Operations

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