

NFTA MTC Access Control

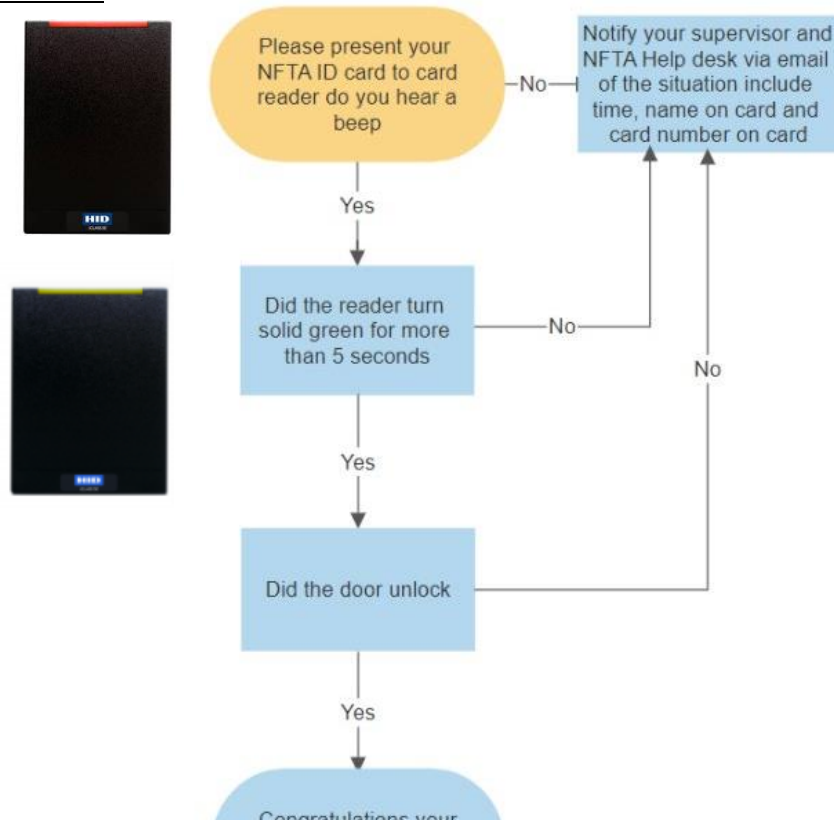


Starting Monday December 7 through Friday December 11, the MTC concourse and Ellicott entrance door security system will be activated. During this trial period, we ask all employees to follow the flow diagram below and verify their ID is authorized to access the new doors upon entry. Your ID will not be required to exit MTC.

To accommodate ID's that fail to function properly during the trial period the alternate door for each entrance will remain unlocked. Please notify your manager if you were not able to successfully access the new system.

The trial period will end Friday December 11. A follow up communication will go out notifying the date of the entrance doors full security access activation. Policy updates will be forthcoming.

ID Verification Procedure:



If you have an ID card issue, please contact your supervisor and email the Help Desk with the following information to allow us to identify the issue.

- Your name and ID card name if different.
- The date and time your ID card access was attempted.
- The ID card number which can be found on the back of your card. See example.

