NEW YORK STATE
Unified Court System
OFFICE OF COURT ADMINISTRATION

LAWRENCE K. MARKS
CHIEF ADMINISTRATIVE JUDGE

JOHN W. MCCONNELL, ESQ.
EXECUTIVE DIRECTOR

NANCY J. BARRY, ESQ.
CHIEF OF OPERATIONS

MEMORANDUM

June 30, 2020

To: District Executives
New York City Chief Clerks

From: John W. McConnell
Nancy Barry

Re: Coronavirus – Screening of Courthouse Visitors

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As we continue to address the operational problems created by the COVID-19 pandemic, the following additional protocols have been instituted in the workplace for the safety of all court system personnel and court users.

1. Commencing July 6, 2020, visitors (including parties, attorneys, witnesses, spectators, law enforcement officers, prisoners, vendors, and all other non-UCS personnel) to any Unified Court System facility will be required to submit to temperature screening and questioning upon entry into the facility and prior to magnetometer and x-ray security screening. The number and location of screening stations shall be determined by the local command.

2. A uniformed officer shall take the visitor's temperature by infrared thermometer without physical contact to the visitor, in accordance with thermometer manufacturer's instructions. (Instructions for the taking of temperatures with the Yuwell YT-1C thermometer are attached as Exh. A.) The officer will ask whether, within the last 14 days, the visitor (1) has had fever, cough, shortness of breath or any flu-like symptoms; (2) has tested positive for COVID-19 (or been in close contact with anyone diagnosed with COVID-19); or (3) has returned from travel abroad or from a state covered by Executive Order 205.[1]

3. If the visitor's registered temperature is less than 100.0° F., and the visitor answers "no" to the questions, the visitor shall be permitted to proceed to the magnetometer/x-ray machine.

[1] Governor Cuomo's Executive Order 205 (June 24, 2020) (Exh. B), provides that "[a]ll travelers entering New York from a state with a positive test rate higher than 10 per 100,000 residents, or higher than a 10% test positivity rate, over a seven day rolling average, will be required to quarantine for a period of 14 days consistent with Department of Health regulations for quarantine." A list of states covered by the Executive Order is found at https://coronavirus.health.ny.gov/covid-19-travel-advisory.

25 BEAVER STREET, NEW YORK, NEW YORK 10004 • PHONE: 212-428-2120 • FAX: 212-428-2190

4. If a visitor's registered temperature is equal to or greater than 100.0° F., or the visitor answers "yes" to any of the questions, the visitor shall be asked for the following information for the court's records: (a) visitor's full name; (b) case name, index number, and judge; and (c) reason for court visit (e.g., scheduled hearing, etc.). The visitor shall not be obligated to provide this information.[2] The visitor shall then be instructed (1) to leave the court facility immediately; (2) if a represented party, to notify her/his attorney of the incident; and (3) if an unrepresented party, to contact the clerk's office (at a number provided) and seek further instructions. Similar instructions should be provided if the visitor is a witness, attorney, or other necessary participant on a matter on that day's calendar.

5. Whenever a court visitor registers a temperature of 100.0° or higher or answers "yes" to a screening question, uniformed personnel shall maintain a record of the information described in paragraph 4 above (if voluntarily provided by the visitor), together with a brief description of follow-up events (departure of visitor from the building, etc.). This daily record shall be filed as a single unusual occurrence report (UOR) at the close of each day.

6. Uniformed personnel shall wear appropriate PPE (face mask, face shield, disposable gloves) when taking temperatures of court visitors; and shall dispose of gloves and perform hand hygiene following the taking of visitors' temperatures and prior to performing other duties.

7. The thermometer shall be maintained in a secure location, shall be cleaned periodically, and shall be wiped immediately with an alcohol cleaning pad whenever it physically touches a court visitor during use. Thermometer batteries shall be checked and replaced periodically by local command.

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As always, the health and safety of our workforce and of the public remain the top UCS priorities as we return to courthouse and office settings around the State in coming days and weeks. If you have any questions about these protocols, please contact the Division of Human Resources. Thank you for your dedication and cooperation in this effort.

c: Hon. George J. Silver
Hon. Vito C. Caruso
Administrative Judges
Chief Michael Magliano
Carolyn Grimaldi
Scott Murphy
Linda Dunlap-Miller
Jennifer DiLallo

[2] If security conditions in the courthouse allow, the visitor may be invited to wait nearby for five minutes (with appropriate social distancing) and undergo a second temperature reading; if this reading is less than 100.0° F. (and answers to all screening questions are "no"), the visitor shall be permitted to proceed to the magnetometer.

EXHIBIT A

yuwell

YT-1C
Infrared Thermometer

User Manual And Technical Instruction

Please read the user manual carefully and follow the instructions before use. For date of manufacture, please refer to the packing.

1. Device use and applicant scope

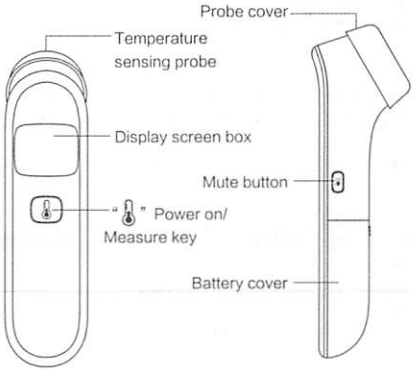
●Intended use and application scope: This device is used to measure the forehead temperature of the human body, It is intended for use on people of all ages except pre-term babies or very small(small for gestational age) babies.

●Contraindication: None.

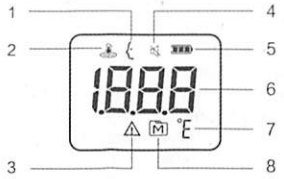
2. Device structure and composition

●Device main structure and composition

The thermometer consists of a housing, asensor, a display, and a circuit board.



●LCD area



1. Body temperature mode
2. Calibration mode
3. Error information/ warning symbol
4. Mute symbol
5. Battery symbol
6. Result display area
7. Temperature unit
8. Memory model symbol

●Appendix:

Instructions, 2 AAA Alkaline Batteries.

3. ⚠ Matters need attention

Warnings:

1.The measurement result is only for reference, which is not a substitute for a physician's diagnosis. It is very dangerous to self-judge and treat only based on the measurement result. Please follow the doctor's instructions.

2.Please put the battery out of the reach of children, otherwise it is dangerous.

3.When the product is not used for a long time (more than 3 months), remove the battery from device to prevent the battery leakage.

4.If there is temperature difference compared environment of the device storage with that of the measuring environment, place the device in the measuring environment for more than 30 minutes, otherwise there may be error for the measurement result.

5.It is forbidden to immerse the infrared thermometer in any liquid, and It is forbidden to use it for a long time under too high or low temperature condition. No collisions, drops and mixing with sharp objects.

6.Do not put the battery close to the fire or into the fire to avoid the battery explosion. Do not use the battery when it leaks or molds; when discarding batteries or this product, it should be following local regulations to avoid contamination.

7.This product contains sensitive electronic components, should avoid strong electromagnetic interference.

8.Do not modify this equipment without the authorization of the manufacturer, which may lead to measurement error or machine malfunction.

9.If the situations cannot be solved or unexpected problem happens, pleaseconsult the local distributor.

Caution:

10.Do not try to measure when the device is wet, which may cause measurement results inaccurate.

11.Before measurement, please make sure that there is no sweat, cosmetics or oil stains on the forehead of subject. please make sure that the subject does not take a bath, exercise or have a meal within 30 minutes, and the body is measured at a steady state.

12.During measurement, do not let the subject directly face the air outlet of the sun, air conditioner or heater, which will change the temperature of the forehead. Please conduct measurement in a stable environment as far as possible.

13.When the product gets wet due to contact with steam, use after it become dry or gently wipe with a soft dry cloth or cotton ball, otherwise it will cause measurement errors.

14.For patients measuring their own temperature, it is recommended to measure close to the forehead.

15.Please read this instruction carefully before use to confirm that the battery is installed.

This product contains batteries and recyclable electronic waste. To protect the environment, do not dispose of it in the household waste, but take it to appropriate local collection points.

4. Measurement and transport storage environment

●measurement environment:
Environment temperature: 10℃ (50℉)to 40℃(104℉)
Relative humidity: 15% to 90%RH (non-condensing)
Atmospheric pressure: 70kPa to 106kPa
●Transportation and storage environment:
Environment temperature: -20℃(-4℉)to+55℃(131℉)
Relative humidity: 15% to 90%RH (non-condensing)
Atmospheric pressure: 70kPa to 106kPa

5. Installation and usage

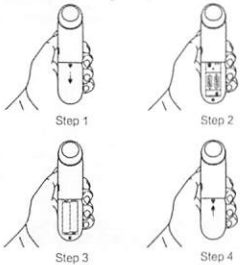
Two 1.5V AAA alkaline batteries are supplied with this device. Please follow the following steps for battery installation.

Step 1: Push down the battery cover as directed by the arrow.

Step 2. Open the battery cover.

Step 3: Place the batteries into the case and pay attention to the positive and negative polarity indication.

Step 4: Close the battery cover.



Two temperature units Celsius and Fahrenheit degrees (℃/℉) are available for the product.

Step 1: Hold down the mute key and load the battery.

Step 2: When the temperature unit symbol flickers on the screen, you may press the mute button once again to display the unit you want.

Step 3: Select Power on/Measure key to confirm.

Notes:

●If the device disused for a long time (more than 3 months), take out the batteries to avoid leakage of the chemical substance in the batteries.

●Please keep the batteries out of children's reach. If a battery is swallowed by accident, see the doctor immediately.

●Discard the used batteries as per the local ordinance.

6 . Correct Use Method

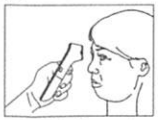
●Body temperature measurement and calibration modes are available on this product.

●Before body temperature measurement, please confirm selection of body temperature measurement mode.

●Body temperature measurement mode:

Step 1: Take down the probe cover.

Step 2: Body temperature mode: Raise the measuring probe near the forehead. Ensure whether the forehead is covered and the approaching angle. Keep the probe 3cm to the forehead.



Step 3: Press Power on/Measure key once to power on and measure. (the mode is the body temperature by default)

Step 4: If you want to read the measurement result, click the Power on/Measure key and, when you hear a "beep", you finish the measurement and the result will be displayed on the screen.

The following prompts may be displayed at the same time:

Measured temperature	Prompt on the display screen	Back light	Buzzing prompt
Less thjan 37.8℃	Result	White	1 prolonged sound
37.8~39.4℃	Flickering warning symbol (⚠) and result	Orange	1 prolonged sound +3 short sound
Over 39.5℃	Flickering warning symbol (⚠) and result	Red	1 prolonged sound +5 short sound

Step 5: Calibration mode Press the mute button for 2 seconds in boot state, the current mode flickers, and then click the mute button to switch mode. Press Power on/Measure key to confirm.

Step 6: In the measurement mode, click the mute button to enter the mute mode, and the same operation returns to normal.

7. Product maintance and upkeep method

As the product is reusable device, please pay attention to cleaning and disinfection after use.

If the product is dirty, please keep the sensor and probe cavity clean, otherwise the measurement accuracy will be affected.

How to clean sensor and probe cavity:gently wipe the inner cavity or sensor mirror with a clean soft cloth or cotton swab, Do not wipe it with other material, otherwise it may cause lens surface of senor abrasion or machine malfunction.

Disinfection of the product and its head: Gently wipe the surface of the product and the head used for measurement with a cotton swab dipped in a little medical alcohol (70%), it can be used until the alcohol has completely evaporated.

●Precaution for storage

This product should be stored in a dust-free, dry place, please avoid direct sunlight; do not store in places with high temperature, humidity, dust and corrosive gas.

This product is a high-precision device, please do not drop the device! Avoid drastic collisionsand jolts and other adverse possibilities for transport.

If the probe or the product itself has been damaged, do not continue to use it. Please do not use this product for any purposes other than its intended use.

When it is used for children, please observe the general safety precautions.

We suggest to calibrate the monitor (at least once a) according to local laws and regulations.

8. The symbols related to safety requirements in this device and their meanings:

Symbols	Implication
	Equipment with type BF applied parts
	Warnings and precautions
	poly propylene recycling
	Manufacture
EC REP	EC-Representative
	Follow instructions for use
	Symbol for the marking of electrical and electronics devices according to Directive 2002/96/EC
	Safety and environmental protection use period for 10 years
IP22	Prevent the invasion of solid objects larger than 12mm. When the lamp is tilted 15 degrees, it can still prevent the invasion of dripping water. When the lamp is tilted to 15 degrees from the vertical Angle, the dripping water will not cause harmful effects.
	Temperature range
	Humidity range
	Atmospheric pressure range
	This side up
	Fragile
	Non-rainproof
CE 0123	This device fulfils the provisions of EC directive 93/42/EEC(Medical Device Directive).
	See instruction for use
	Date of manufacture

9. Product technical parameters

- Power source: DC 3V(2 Section 7 alkaline batteries)
- Measurement range: 32.0℃~43.0℃(89.6℉~109.4℉)
- Display resolution: 0.1℃(0.1℉)
- Measurement accuracy: ±0.2℃(±0.4℉) in the range of 35.0℃~42.0℃(95.0℉~107.6℉) ±0.3℃(±0.5℉)in the range of 32.0℃~34.9℃(89.6℉~94.8℉) and 42.1℃~43.0℃(107.8℉~109.4℉)
- Electric shock protection: the device is supplied by internal power
- Applied part: Type BF applied parts is the probe
- Running mode: continuous running
- Temperature units: ℃/℉
- Measuring site: forehead
- Time interval of each measurement ≤1s.
- measurement time: ≤1s.
- Degrees of protection against ingress liquid: IP22
- Safety classification: the device that cannot be used in the presence of flammable anesthetic gases mixed with air or oxygen or nitrous oxide
- Product size: 148×38×43(mm)
- Product weight:about 61g (not including cell)
- service life:3years
- The clinical thermometer is a direct mode
- Battery replacement cycle: use the new battery for no less than 3000 measurements

10. Temperature sense

The normal body temperature of people is a range, different people's normal body temperature varies, and individual body temperature will change at different times.
The normal body temperature of most people is provided as follows, just for reference
(The measurement of yuwell thermometer refers to axillary)
Axillary temperature:
36.0℃~37.4℃/96.8℉~99.32℉
Oral temperature:
36.3℃~37.2℃/97.34℉~98.96℉
Rectal temperature:
36.9℃~37.9℃/98.42℉~100.22℉

11. Replacing the batteries

1.Battery replacement: When "[]" symbol is displayed, Replace with 2 new AAA batteries , slide open the battery cover and remove old batteries.Replace the batteries being sure to align properly as indicated inside the battery compartment.
2.Remove the battery from the product if it is not required for extended periods of time in order to avoid damage to the thermometer resulting from a leaking battery.
3.To protect the environment, dispose of empty batteries at appropriate collection sites according to national or local regulations.

12. Product warranties

1. The thermometer is initially calibrated at the time of manufacture.If at any time
Youquestion the accuracy of temperature measurements, please contact customer service.
2.This product provides free maintenance service for one year. If you need to provide circuit diagram, necessary materials and maintenance of electrical circuit for any problem, please contact the manufacturer.
3. No free warranty service will be provided for the faults caused by the following users:
1) failure caused by unauthorized disassembly and modification of products.
2) failure caused by product drop.
3) failure caused by failure to operate according to the instructions.
4)failure caused by lack of reasonable maintenance.
5) damage caused by external force.
4.This product will not cause allergic reaction and harm to human body during normal use.

13. Electromagnetic compatibility information

⚠ Portable RF communications equipment (including peripherals such as antenna cables and external antennas) should be used no closer than 30 cm (12 inches) to any part , including cables specified by the manufacturer. Otherwise, degradation of the performance of this equipment could result.
⚠ This equipment might not offer adequate protection to radio-frequency communication services. The user might need to take mitigation measures, such as relocating or re-orienting the equipment.
⚠ When the instrument is in use, never put it near other instruments or stack it on other instrument.if you have to put it near other Instrument or stacked other instruments, please inspect and verify if the instrument could run normally.

There is the potentia risk of radio frequency interference between the device and other devices. If there is, please find out the problems and take the following measures:
(1) Turn off the device, and turn on again.
(2) Change the direction of the device.
(3)Keep the product away from the interferential devices.

Table 1-Compliance information for Emission test

Emission test	Compliance
RF emissions CISPR 11	Group 1
RF emissions CISPR 11	Class B

Table 2-Compliance information for Immunity test

Immunity test	Compliance level
Electrostatic disc harge (ESD) IEC 61000-4-2	± 8 kV contact ± 15 kV air
Power frequency(50Hz) magnetic field IEC 61000-4-8	30A/m 50Hz or 60Hz
Radiated RF EM fields IEC 61000-4-3	10 V/m 80 MHz to 2.7 GHz 80% AM at 1kHz

Table 3-Test specifications for ENCLOSURE PORT IMMUNITY to RF wireless communications equipment

Test frequency (MHz)	Band[a] (MHz)	Service[a]	Modulation[b]
385	380-390	TETRA 400	Pulse modulation[b] 18 Hz
450	430-470	GMRS 460, FRS 460	FM ± 5 kHz deviation 1 kHz sine
710	704-787	LTE Band 13,17	Pulse modulation[b] 217 Hz
745			
780			
810	800-960	GSM 800/900, TETRA 800, iDEN 820, CDMA 850, LTE Band 5	Pulse modulation[b] 18 Hz
870			
930			
1720	1700-1990	GSM 1800; TETRA 1900; GSM 1900; DECT; LTE Band 1, 3, 4, 25; UMTS	Pulse modulation[b] 217 Hz
1845			
1970			
2450	2400-2570	Bluetooth, WLAN, 802.11 b/g/n RFID 2450, LTE Band 7	Pulse modulation[b] 217 Hz
5240	5100-5800	WLAN 802.11 a/n	Pulse modulation[b] 217 Hz
5500			
5785			

Test frequency (MHz)	Maximum power (MHz)	Distance (m)	IMMUNITY TEST LEVEL (V/m)
385	1,8	0,3	27
450	2	0,3	28
710	0,2	0,3	9
745			
780			
810	2	0,3	28
870			
930			
1720	2	0,3	28
1845			
1970			
2450	2	0,3	28
5240	0,2	0,3	9
5500			
5785			

NOTE If necesary to achieve the IMMUNITY TEST LEVEL, the distance between the transmitting antenna and the ME EQUIPMENT or ME SYSTEM may be reduced to 1 m. The 1 m test distance is permitted by IEC61000-4-3.

a) For some services, only the uplink frequencies are included.

b) The carrier shall be modulated using a 50% duty cycle square wave signal.

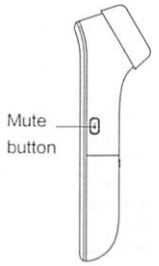
c) As an alternative to FM modulation, 50% pulse modulation at 18 Hz may be used because while it does not represent actual modulation, it would be worst case.

14. Memory Function

This product is capable of storing nearly 9 measured results.

Step 1: Press the mute button for 3 seconds when shutdown.

Step 2: The memory array 01 is displayed on the screen, the result is displayed when the mute key is loosened and a flickering memory symbol (M) appears at the same time. You can look other results at the same operation. When the number of measured results exceeds 9, the recently added record will automatically supersede the oldest record. When the last record is displayed, after pressing the mute button, the screen will go back to the first record.



Step 3: Exist the memory mode, you may press the Power on/Measure key or the device will power off automatically after idling for 60 s.

15. Warranty card

Warranty card
Product name:
Infrared thermometer
Model:
YT-1C

JIANGSU YUYUE MEDICAL EQUIPMENT & SUPPLY., LTD.

Manufacturing Address: YunYang Industrial Park
DanYang, Jiangsu Province, P.R. China, 212300

http://www.yuwell.com

Revision date:03MAR20 1730210-0A

EXHIBIT B

State of New York

Executive Chamber

No. 205

EXECUTIVE ORDER

QUARANTINE RESTRICTIONS ON TRAVELERS ARRIVING IN NEW YORK

WHEREAS, the State of New York has successfully slowed the transmission of COVID-19;

WHEREAS, the State of New York has gone from having the highest infection rate to one of the lowest in the country and is one of only a few states reported to be on track to contain COVID-19;

WHEREAS, the Governor has undertaken a cautious, incremental and evidence-based approach to reopening the State of New York;

WHEREAS, other states that may have taken a less cautious approach are experiencing an increased prevalence of COVID-19;

WHEREAS, New York must work in conjunction with its neighboring states of New Jersey and Connecticut, in light of the significant risk posed to the health and welfare of all residents by the further spread of COVID-19 to the tristate area, to protect the progress made;

NOW, THEREFORE, I, Andrew M. Cuomo, Governor of the State of New York, by virtue of the authority vested in me by the Constitution and the Laws of the State of New York, in particular Article IV, section one, I do hereby order and direct as follows:

The commissioner of the Department of Health to issue a travel advisory to be communicated widely at all major points of entry into New York, including on highway message boards and in all New York airports, that:

All travelers entering New York from a state with a positive test rate higher than 10 per 100,000 residents, or higher than a 10% test positivity rate, over a seven day rolling average, will be required to quarantine for a period of 14 days consistent with Department of Health regulations for quarantine.

The Commissioner may issue additional protocols for essential workers, or for other extraordinary circumstances, when a quarantine is not possible, provided such measures continue to safeguard the public health.

The criteria and the protocols will be coordinated with New Jersey and Connecticut Commissioners of Health, in order to ensure that the tristate area is protected from community transmission of COVID-19, while permitting free travel between and among the states.

The Commissioner of Health in New York shall make public the impacted jurisdictions on its website and such travel advisory will be effective at 12:01 a.m. on June 25, 2020, until rescinded by the Commissioner.

Any violation of a quarantine or isolation order issued to an individual pursuant to the Commissioner of the Department of Health's travel advisory by a local department of health or state

department of health may be enforced pursuant to article 21 of the public health law, and non-compliance may additionally be deemed a violation pursuant to section 12 of the public health law subject to a civil penalty of up to $10,000.

GIVEN under my hand and the Privy Seal of the State in the City of Albany this twenty-fourth day of June in the year two thousand twenty.

BY THE GOVERNOR

Secretary to the Governor