

Day 1 Site Launch Checklist

Use this checklist to confirm that your site is ready to be onboarding workers and capturing workforce data with Eyrus.

Project Setup

- Project has been created in the Eyrus platform
- Site administrators have been assigned
- Worker registration fields have been configured
- Trades, companies, and required onboarding fields are set
- Badge templates are created and ready for printing

Hardware Installation

- Turnstiles/Gate Arms are installed (if applicable)
- Hand-scanners and or NFC Readers are installed at site entry points
- BLE readers are installed across the site (if applicable)
- All hardware locations have reliable power

Workforce Registration Setup

- Project registration page is active
- Project QR code is available for workers to register
- Registration instructions have been shared with subcontractors
- Safety/orientation teams understand the registration process

Badging & Access Control

- Badge printer is configured and operational (if applicable)
- Badge templates are configured
- Site administrators know how to issue badges
- Badges are being assigned during safety orientation

System Verification

- Testbadge successfully scans at site access points
- Workers appear in the Eyrus dashboard after scanning
- Headcount and workforce data are visible in reports
- Site administrators can access dashboards and reports

Communication & Support


- Primary Eyrus contact/s are identified
- Site administrator knows how to contact the Eyrus Support Team, if needed. As well as how to use the other Eyrus support options.
- Project team understands how workforce data will be used

You're Ready to Launch!



Once these items are confirmed, your site is ready to begin using Eyrus for:

- Workforce registration and onboarding
- Site access control
- Real-time workforce visibility
- Automated workforce reporting
- Collaborative evacuation support

 Tip: Most projects integrate worker registration with their existing safety orientation, allowing workers to complete registration and receive their badge in a single step before entering the jobsite.

Notify the following people of any issues:

- You may contact your Eyrus Account Manager or
- Eyrus Support Hotline: 785-620-4474