

**U.S. DEPARTMENT OF ENERGY  
REQUEST FOR VISIT OR ACCESS APPROVAL**

*(Not to be used for temporary or permanent personnel assignments)*

**PART "A"**

To: \_\_\_\_\_ Date: \_\_\_\_\_  
 From: \_\_\_\_\_ Prepared by: \_\_\_\_\_  
 Symbol: \_\_\_\_\_  
 Telephone No: \_\_\_\_\_

**It is requested that the following person(s) be granted visit/access approval:**

LAST NAME, FIRST, MIDDLE INITIAL AND SOCIAL SECURITY NUMBER	CHECK		DATE OF BIRTH	ORGANIZATION	FOR BADGE OFFICE TO COMPLETE		
	U.S CITIZEN	ALIEN			TYPE OF CLEARANCE	CLEARANCE NO.	DATE OF CLEARANCE
NAME OF FACILITY(IES) TO BE VISITED:				FOR THE INCLUSIVE DATES	DOE Security Official Verifying DOE Clearance		

FOR THE PURPOSE OF:

TO CONFER WITH THE FOLLOWING PERSON(S):

SPECIFIC INFORMATION TO WHICH ACCESS IS REQUESTED:

Access requested to:	Yes	No
Restricted Data		
Other classified info	Yes	No

Prior arrangements have/have not been made as follows:

**CERTIFICATION FOR PERSONNEL HAVING DOD CLEARANCE**

*This certifies that the person(s) named above needs this access in the performance of duty and that permitting the above access will not endanger the common defense and security.*

**Authorized access to Critical Nuclear Weapon  
Design Information (CNWDI) in Accordance  
with DOE Directive 5210.2 Yes No**

\_\_\_\_\_  
Name and Title, Requesting DOD Official

\_\_\_\_\_  
Title, Authorizing DOD Official  
(See DOD Directive 5210.2 and 5210.8)

\_\_\_\_\_  
Signature  
(See AR 380-150; OPNAV 5510.3F; AFR 205-1)

**CERTIFICATION FOR PERSONNEL HAVING DOE CLEARANCE**

*This certifies that the person(s) named above needs this access in the performance of duty.*

\_\_\_\_\_  
Title

\_\_\_\_\_  
Requesting DOE or Other Government Agencies

**PART "B"**

Approval is granted with limitations indicated below:

\_\_\_\_\_  
Manager of Operations/or Headquarters Division Director

#### **PRIVACY ACT INFORMATION STATEMENT**

Collection of the information requested is authorized by Section 145 of the Atomic Energy Act of 1954, as amended (PL 83-703, 42 USC 2165). The collection of this information is mandatory to protect national security and other critical assets entrusted to the Department. The information you furnish will be used by DOE and DOE contractors to control access to classified information and areas.

The social security number is not required for these purposes, but you may voluntarily furnish it to assist us in correct identification.

#### **BURDEN DISCLOSURE STATEMENT**

Public reporting burden for this collection of information is estimated to average 2.5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The collection of this information is mandatory to protect national security and other critical assets entrusted to the Department. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Office of Environment, Health, Safety and Security, U.S. Department of Energy, 1000 Independence Avenue, S.W., Washington, D.C. 20585; and to the Office of Management and Budget (OMB), Paperwork Reduction Project (1910-1800), Washington, DC 20503.