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| SLAC_Logo_hires_small  | Chapter : [Site Access Control](http://www-group.slac.stanford.edu/esh/general/siteAccess/)  Product ID: [692](https://www-internal.slac.stanford.edu/esh/docreview/reports/revisions.asp?ProductID=692) | Revision ID: | Date Published: 5 April 2017 | Date Effective: 5 April 2017URL: <http://www-group.slac.stanford.edu/esh/eshmanual/references/siteAccessFormSubAfterhours.pdf> | [docx](http://www-group.slac.stanford.edu/esh/eshmanual/references/siteAccessFormSubAfterhours.docx) |

This form is used to document approval of after-hours access for construction subcontractor employees. It must be completed by the SLAC field construction manager (FCM) and approved by Purchasing and SLAC Site Security. A SLAC point of contact must be present when subcontractors are on-site after hours. The original must be sent to the SLAC Site Security Manager, M/S 86, VUE Center (Building 53); the project engineer and buyer retain copies. (See [Site Access Control: Badging Procedures](http://www-group.slac.stanford.edu/esh/eshmanual/references/siteAccessProcedBadging.pdf) [SLAC-I-720-0A00C-001].)

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| SLAC Purchase Order/Subcontract Number: | Project: |
| Location of the Project: | Project Manager: |
| Vendor/Subcontractor Company Name: |
| Employee Name | Company  | Start Date  | Time  | End Date  | Time | Work being Performed |
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| SLAC Field Construction Manager (FCM) | After-hours/Alternate Contact (SLAC employee) | Authorizing Signature | Manager, SLAC Site Security |
| Name: | Name: | Name: | Name: |
| Signature: | Title: | Signature: | Signature: |
| Date: |  | Date: | Date:  |
| Extension: | Extension: | Extension: | Extension: 2310  |
| Cell:  | Cell:  | [ ]  Procurement specialist | Cell: 650-450-1249 |

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| Employee Name | Company  | Start Date  | Time  | End Date  | Time | Work being Performed |
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