

**VISITOR ACCESS AUTHORIZATION FORM**

Access to the work area is restricted to essential employees. Essential employees are defined as employees performing duties essential to the safe and efficient performance of operations including (but not limited to) those listed below.

In order to maintain safe and efficient operations, access will be granted to the following persons.

(check all that apply)

- Company employees and sub-contractor/vendor employees engaged in activities essential to the performance of operations.
  - Transport personnel delivering tools, equipment, and materials essential for continued operation including fuel delivery services necessary to keep equipment running.
  - Transport personnel removing waste, surplus materials, non-essential equipment
- Support Personnel Including:
- Technicians performing emergency service, maintenance, or repair essential to resume or maintain continued operation. Equipment service and maintenance not essential at the time of the visit should be deferred until after the epidemic/pandemic event unless doing so would lead to an equipment failure or an unsafe condition.
  - Consultant services for the purpose of maintaining safe operations including safety program development, site safety surveys, job hazard analysis, PPE hazard assessments, and other services intended to promote and maintain employee safety.
  - Inspectors requiring access to inspect and approve work prior to proceeding to the next phase of operation. Other inspectors requiring access may include safety inspectors and investigators, health inspectors, building inspectors, etc.
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  - Training personnel to provide on-site training for new equipment, hazardous work activities, non-routine tasks, etc. necessary for safe production
  - Utility services such as electric, water, gas, utility locate services, etc. to secure distribution systems for safe operations.
  - Emergency services personnel.
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Authorization: \_\_\_\_\_ (name) \_\_\_\_\_ (signature)

Date: \_\_\_\_\_ Time: \_\_\_\_\_