



Chapter 2: [Work Planning and Control](#)
Construction Site Entry Form

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 URL: <https://www-group.slac.stanford.edu/esh/eshmanual/references/wpcFormConstructionSiteEntry.pdf>

ENVIRONMENT, SAFETY & HEALTH DIVISION

This form is used to document visits to construction sites by non-subcontractor personnel. The SLAC construction manager (CM) completes the access requirements; each visitor then contacts the subcontractor company representative before arrival, reviews the access requirements, and signs in and out. The form is to be kept at the work site for the duration of the project. (See [Work Planning and Control: Construction Work Planning and Control Procedure](#) [SLAC-I-720-0A21C-005].)

Project	
Work location / building	Start date
SLAC CM	Phone
Access requirements (<i>CM check all that apply</i>) <input type="checkbox"/> GERT <input type="checkbox"/> Dosimeter <input type="checkbox"/> Escort	
Company	
Company designated representative	Phone

Acknowledgement (*worker*): I contacted the company designated representative listed above and been granted access to this site; have fulfilled the access requirements above, have all required PPE, and will adhere to all signage. I understand that I may perform only *green work* on this site. I will direct any questions about project status to the CM.

Name (print)	Signature	Date	Time in	Time out	Type of visit (check one)
					<input type="checkbox"/> ESH <input type="checkbox"/> Vendor <input type="checkbox"/> SSO <input type="checkbox"/> Visitor <input type="checkbox"/> Other _____
					<input type="checkbox"/> ESH <input type="checkbox"/> Vendor <input type="checkbox"/> SSO <input type="checkbox"/> Visitor <input type="checkbox"/> Other _____
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