Access Card Request
School of Environment

Please Print Clearly in Capital Letters

Family Name | Given Name(s)
Email | ID Number

Are you (please circle)?  Staff  PhD  Hons  MSc  Visitor  Contractor

Do you have an existing access card?  Yes  No  If “YES” Issued By (Dept):______________
Access card number:__________________  Finish Date:__________________ (MANDATORY)

Do you have a campus card?  Yes  No  If “YES” please provide card number:__________________

Please tick the Swipe group

<table>
<thead>
<tr>
<th>Tick</th>
<th>Access Required</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Basic Building Access ONLY (No lab access)</td>
</tr>
</tbody>
</table>

Please indicate whether access to restricted swipe area below is required:

<table>
<thead>
<tr>
<th>Tick</th>
<th>Restricted Area</th>
<th>Tech Manager</th>
<th>Tech Manager Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>301-8039 Earth Science Processing Lab</td>
<td>Blair Sowman</td>
<td></td>
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<tr>
<td></td>
<td>301-414/416 X-Ray Lab</td>
<td>Blair Sowman</td>
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<td>301-539 Geo Chemistry Prep Lab</td>
<td>Blair Sowman</td>
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<td></td>
<td>302-130/140 ENV Teaching Lab</td>
<td>Blair Sowman</td>
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<tr>
<td></td>
<td>302-730 Environmental Chemistry Lab</td>
<td>Blair Sowman</td>
<td></td>
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</tbody>
</table>

Lab Inductions and Risk Assessments books: Completion of Lab Inductions, risk assessments and Lab books is required for access to the above labs, exception for building access only. Please see the Tech manager Blair Sowman for information.

Declaration
I hereby acknowledge that the information I have supplied is correct and that I have read and understand the conditions of use:

1. The card is for my personal use and cannot be given to or assist others to gain access
2. Should I misuse the card, I will forfeit it and any access it grants
3. If I lose the card I will immediately report the loss to Security (ext. 85000) or Access Control
4. I will produce the card and/or surrender it, if requested at any time by any Unisafe/Safety Officer
5. I will return the card to the issuing department, Access Control or Security when it is no longer required

Requestor’s Signature  Date

By signing, the Supervisor(s) acknowledge that:

1. They hold responsibility for compliance in terms of Health & Safety, Containment, and Security in the respective space(s),
2. They are granting the applicant unrestricted access to the requested space(s)
3. The applicant has received all the required training and safety inductions to work in the space(s) in a safe and compliant manner.

Supervisor’s Approval

Supervisor’s Name  Supervisor’s Signature
CAMPUS CARD

The Campus card can be used as an access card to School of Environment spaces.

The Campus card number can be found on the bottom right backside of the card.
If you have a Campus card and an Indala (White access card) access card, please return your Indala card to reception.