

SCHOOL OF MEDICINE CARD ACCESS SYSTEM
EAST BALTIMORE CAMPUS

John G Rangos Sr. Bldg.

CLEARANCE REQUEST FORM

INTERIOR ACCESS

INDIVIDUAL TO WHOM CARD WILL BE ISSUED:

This section must be completed in its entirety prior to card being activated.

Name: _____
(LAST) (FIRST) (M.I.)
_____ **Building:** _____
I.D. Badge #: _____ **Room:** _____
Phone Ext.: _____ **Department:** _____
Status: Faculty _____ Staff _____ Student _____ House Staff _____ Fellows _____ Temporary _____
Signature: _____ **Date:** _____

APPROVALS:

All necessary approvals must be obtained prior to card being activated.

Department Approval: PRINT _____ Phone# _____
Please print Center/Departmental Director name and phone #
SIGN _____ Date: _____
Center/Departmental Director signature
Facilities Management Approval: _____ Date: _____

Clearances:

Center/Department Director must initial next to each authorized clearance.

Initial
_____ **855 4th FI** 4th floor passenger and freight elevator lobbies, equipment galleys, and bridge 24 hours per day.
_____ **855 5th FL** 5th floor passenger and freight elevator lobbies, equipment galleys, and bridge 24 hours per day.
_____ **855 Rm 421** Confocal microscope room, 24 hours per day.
Must be approved and initialed by Randy Reed.
_____ **855 Rm 423** Confocal microscope room, 24 hours per day.
Must be approved and initialed by Randy Reed Reed/Rong Li
_____ **855 Rm 464** Microscope room, 24 hours per day.
Must be approved initialed by Rong Li
_____ **855 Rm 482** Confocal microscope room, 24 hours per day.
Must be approved and initialed by Susan Aja.
_____ **855 Rm 489** Animal room, 24 hours per day.
Must be approved and initialed by Susan Aja. Protocol # _____ IACUC approval
_____ **855 Rm 541** Room 541, 24 hours per day.
Must be approved and initialed by Eirikur Briem.
_____ **855 Rm 561** Dark room, 24 hours per day.
Must be approved and initialed by Begum Choudhury or Kay Glisan.
_____ **855 Rm 588A** Microscope room, 24 hours per day.
Must be approved and initialed by Valerie Provenza or Karen Reddy.
_____ **855 Rm 589** Core equipment room, 24 hours per day.
Must be approved and initialed by Valerie Provenza.
_____ **855 Rm 625** Suite 625, 24 hours per day.
Must be approved and initialed by Valerie Pi Jed Fahey or Paul Talahay

Please return completed forms to Facilities Management 2024 E. Monument St Room B1101
If you have any questions or concerns, please call (410) 614-1803.

3/11/15 -- Approval changed for rooms 482 and 489 from Gabriele Ronnett to Susan Aja.