

## NAVFAC PUBLIC WORKS DEPARTMENT GULFPORT WORK PERMIT REQUEST

The requesting activity is responsible for completing this request and submitting it to the Installation Work Permit Approval Authority.

### PART I:

Requesting Activity/Command:

Project Title:

Building Number/Location:

Activity/Command POC:

POC Phone:

POC email:

**Description of proposed work:** (Sketches, job plans, or contractor proposals must be attached with this request. The Installation Work Permit Approval Authority must review and approve all alterations, demolition, construction, installations, repairs, maintenance, replacement, etc. prior to work execution. Design documents and specifications from a professional engineer (PE) and/or registered architect (RA) may be required. The requesting activity/command is responsible to fund NAVFAC SE design review, construction oversight, and other support stipulated by the Installation Work Permit Approval Authority.)

**Indicate organization to perform the work** (activity/command forces, activity/command-issued contract, self-help, etc.):  
(NAVFAC SE projects with moderate to greater safety or performance risk may require construction oversight by the Public Works Department (PWD). The requesting activity/command must fund this construction oversight.)

**PART II:**

**Required:** The requestor is responsible for obtaining all responsible parties signatures (below), if applicable. Additional signatures may be required based upon the specific project. The PWD Facilities Management Specialist (FMS) will be the primary point of contact for the Activity/Command. The Installation Work Permit Approval Authority will determine if additional signatures are required. The reviewer will determine if a review is or is not applicable. If the reviewer determines that review is not applicable, they will mark "not required" and sign. Activity/Command should contact the assigned FMS for assistance as needed. If the Installation Work Permit Approval Authority rejects the request, reasons will be noted in the comments section below.

Space Coordination and Site Approval Review:

Design and Construction Review:

Asbestos Review:

Safety Review:

Environmental Review:

Fire Protection Review:

Utilities Review:

Dig Permit:

Shops/BOSC Facilities Utilities Maintenance Review:

Other Notes or Comments:

Signature of Installation Work Permit Approval Authority: