

**NOAA**  
**ACCESS REQUEST FORM**  
**CLIMATE MONITORING AND DIAGNOSTICS LABORATORY (CMDL)**

NAME: \_\_\_\_\_ CMDL MAIL CODE: \_\_\_\_\_

SSN: \_\_\_\_\_ ROOM/PHONE: \_\_\_\_\_

ACTION (Check One):  ADD  REPLACETYPE (Check One):  FEDERAL EMPLOYEE  CONTRACTOR  GUEST RESEARCHERCITIZENSHIP (Check One):  UNITED STATES  FOREIGN NATIONALDUTY HOURS (Check One):  BUSINESS HOURS (6:00 am to 6:00 pm)  24 HOUR ACCESS  
(If both Foreign National and 24 Hour Access is Checked, Complete After Hours Request)

USER GROUPS:

- NOAAEXT** (All exterior doors)  
 **BLDG 1**  
 **BLDG 4**  
 **BLDG 22**  
 **BAO TOWER** (Erie Field Site)  
 **3D002**

REQUESTING OFFICIAL:

Name/Title:	Signature:	Date:
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AUTHORIZING OFFICIAL:

Name/Title: Ann Thorne / Program Manager	Signature:	Date:
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MRSO SECURITY APPROVAL: \_\_\_\_\_ DATE: \_\_\_\_\_  
(For Non-Federal Employees Only) Wendy Monroe, MRS, x5198, Room 1-4508

SECURITY INVESTIGATION CHARGE:

Org.# \_\_\_\_\_ Proj.# \_\_\_\_\_

EMERGENCY CONTACT:

NAME:	DAYTIME PHONE NUMBER:
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SIGNATURE: \_\_\_\_\_

This signature certifies that the above named Federal employee/Affiliate has received his/her PIN number/ID to access the exterior doors and if needed, access controlled, interior rooms in the NOAA Building at 325 Broadway, Boulder, Colorado. Federal employee/Affiliate agrees to keep his/her PIN number/ID confidential.