

CONSTRUCTION SITE VISIT APPROVAL FORM

Project Information

Project Name: _____
Project Number: _____
General Contractor or CM: _____
University Project Manager: _____

Reason for Visit:

Project Related Business
 General Visit / Hard Hat Tour
 Continuing Education Event

Visitor Information

Visitor or Group Name/POC: _____
Event Name/Organization: _____
Date: _____
Time and Duration: _____

Request Details:

Visit has been coordinated with and approved by the Contractor (PM to attach confirmation email or other documentation)

Description/Notes:

Safety Notice:

Visitors are advised that entering an active construction site involves exposure to inherent risks and hazards, including but not limited to: moving equipment and machinery, trip and fall hazards, falling objects, electrical hazards, loud noise, exposure to chemicals or dust, and partially completed structures.

(visitor/point of contact signature)

Requirements and Visitor Acknowledgements:

- Visitors are to remain with their escort in designated areas at all times and must follow all safety instructions of the Contractor/CM.
- Visitors must wear all appropriate PPE as required & designated by the Contractor/CM.
- Visitor must be escorted by a member of the Contractor's staff or OUA staff at all times.
- Visitor may need to be briefed on any applicable site safety protocols by the Contractor/CM.

Approvals (routed via DocuSign)

Name	Date	Signature
Project Manager		
Director, D&C		
University Architect		