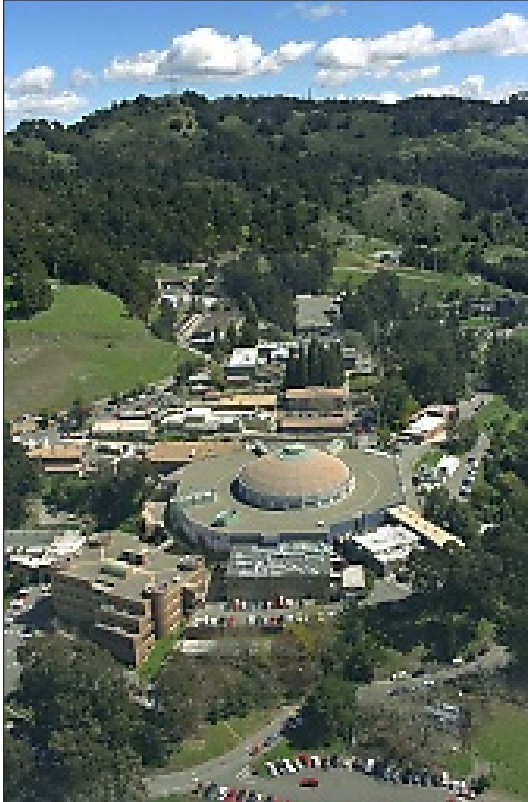




# SUBCONTRACTORS: With On-site Parking



## PARKING & SITE REQUIREMENTS

- Park in designated spaces or laydown areas **ONLY**
- Display parking cards on dashboard
- Follow flagger & pilot car instructions
- Drive cautiously on narrow roadways
- Observe posted speed limits
- Watch for pedestrians, bicyclists, & wildlife

**Share the Road Safely**

### INITIAL SCREENING (prior to access):

- Obtain *Contractor Parking/ID Request Form* from Facilities Project Manager (Facilities PM)
- Submit completed form and copy of driver's license to Facilities PM
- Site Access Office conducts initial screening and prepares *Laydown Parking Permits*
- Facilities PM distributes parking permit cards to subcontractors

### FOREIGN NATIONAL ACCESS:

- Foreign nationals from **sensitive** countries who require LBNL access for 30 days or more must also submit *DOE FACTS Questionnaire: Subcontractor On-site Access* and copies of immigration documents before access can be granted [Contact Facilities PM for form]
- Foreign nationals from **terrorist-sponsoring** countries will **not** be granted access to LBNL without **PRIOR** DOE Headquarters approval (6-8 month process). Truck delivery drivers from these countries will be **turned away** at the gates
- **NOTE: Naturalized U.S. citizens are exempt**

### SUBSTITUTIONS:

- Substitutes must submit *Contractor Parking/ID Request Form* to Facilities PM prior to start date
- Substitutes who have not been pre-screened must be processed by Site Access before they can begin work
- Same-day registration and screening process may cause **lengthy delays**
- Substitutes from sensitive or terrorist-sponsoring countries are subject to the above foreign national access requirements

### PRIMARY POINT OF CONTACT:

- Contact your Facilities PM for specific project information, forms, and report-to-work instructions

### ADDITIONAL INFORMATION:

- (510) 486-7572 (Foreign Visits/Assignments) or 486-4855 (Site Access)
- For information on foreign national access requirements & list of countries, see <http://www.lbl.gov/ufva>