

Unclassified FV&A Long Form Sensitive Countries Only

"All fields are required"

Visitor/Assignee:

First Name: _____ Middle: _____ Last: _____
Gender: Male Female Permanent Resident Alien: Yes No
Country of Citizenship: _____ Date of Birth: _____
Country of Birth: _____ City of Birth: _____
Passport Number: _____ Visa Number (If applicable): _____

Employer Information:

Institution or Company Name: _____
Country of Employer: _____
Title or Position and Duties: _____

Visit:

Site to be visited: Germantown Forrestal Off site _____
Type of Visit: Visit Assignment Off-site
Will Sensitive Subjects be Discussed: Yes No
Is this a High Level Protocol Visit? Yes No
Select the Security Area Type at the Facility:
 Non-Security Area Property Protection Area (SC GTN & FOR are PPA) Limited Area MAA Exclusion Area SCIF

Host Information:

First Name: _____ Middle: _____ Last: _____
Citizenship: _____ Phone# _____
Does the Host have a Clearance? Yes No
Visit Start Date & Time: _____ Visit End Date & Time: _____
Purpose of Visit: _____
Subjects to be discussed: _____
HDE code (SC Organizational Code): _____
Justification of visit/assignment (including specific activities or involvement): _____
Is the assignment for intermittent access periods? Yes No
List Buildings and Rooms to be accessed:
Building: _____ Room: _____ Type: _____ (SC GTN & FOR are PPA)
Building: _____ Room: _____ Type: _____ (SC GTN & FOR are PPA)
Building: _____ Room: _____ Type: _____ (SC GTN & FOR are PPA)
Certification of DOE Mission (describe how this Visit/Assignment will support the objectives of your program – no acronyms please): _____
Anticipated benefits to DOE Programs: _____
DOE Contact First Name: _____ Middle: _____ Last: _____
Contact's Phone# _____ Cost to DOE: _____
Will Visitor/Assignee be granted computer access: Yes No
If granted computer access, is the access on-site or off-site: On site Off-site N/A
List any networks to which access is granted (if none, list N/A): _____

***Requests should be submitted 30-45 days prior to the visit/assignment date
to ensure indices check completion***