

## Site Approval Memorandum of Request:

Date:

From:

To: Public Works Department  
Facilities Management Division  
NAS Pensacola, Florida

Subject:

1. Please provide the following information:
  - a) Originating Activity:
  - b) Program Year:
  - c) Cost:
  - d) Type of Funding:
  - e) Activity UIC:
  - f) Project Title:
  - g) Type of Project:
  - h) Type of Request:
  - i) Mission summary and any applicable documents/directive(s) indicative of requirement.
  - j) Project Description / Statement of Work and Intended Use:
  - k) Latest Basic Facility Requirement (BFR) and supporting data in accordance with Naval Facilities Engineering Command (NAVFAC) P-80 Facility Planning Criteria – If BFR not available or outdated, command may request services to develop/update BFR and Facility Planning Document (FPD). *Note: Site Approval cannot be approved until BFR and FPD is submitted, if required.*
  - l) Proposed Site Plan:
  - m) Does this project involve any of the following:
    - i. Explosives safety criteria implications:
    - ii. Airfield safety criteria:
    - iii. Electromagnetic illumination or electromagnetic transmissions:
    - iv.** Radioactive elements:
    - v. Small arms ranges:
2. *Following site approval, an excavation permit will be required if any earth disturbance is to be done in the course of construction.*
3. Point of Contact :
4. FMD point of contact is Lawrence Clifton at 452-3131 X3031, email lawrence.clifton@navy.mil.