

# Industrial Plant Visitor Security Clearance Sheet

Notice: This document must be completed in full, signed, and processed by Security Personnel prior to entering the industrial plant facility.

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## 1. Visitor Information

|   |                      |                            |                      |
|---|----------------------|----------------------------|----------------------|
| Full Name:  | <input type="text"/> | Date of Visit:             | <input type="text"/> |
| Representing (Company/Organization):                    | <input type="text"/> | Citizenship / Nationality: | <input type="text"/> |
| Identification Type (e.g., Driver's License, Passport): | <input type="text"/> | Identification Number:     | <input type="text"/> |
| Contact Phone Number:                                   | <input type="text"/> | Email Address:             | <input type="text"/> |

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## 2. Visit Details & Host Sponsor

|                                      |                      |                                 |                      |
|--------------------------------------|----------------------|---------------------------------|----------------------|
| Name of Plant Host / Sponsor:        | <input type="text"/> | Host Department:                | <input type="text"/> |
| Purpose of Visit:                    | <input type="text"/> | Expected Duration (Hours/Days): | <input type="text"/> |
| Specific Plant Areas to be Accessed: | <input type="text"/> |                                 |                      |

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## 3. Security & Safety Declarations

Please type "YES" or "NO" to confirm the following statements:

|  |                      |
|--|----------------------|
| Have you completed the mandatory Plant Safety Induction Video?                           | <input type="text"/> |
| Are you carrying any prohibited electronic, camera, or recording equipment?              | <input type="text"/> |
| Do you have any physical conditions requiring special accommodation or safety equipment? | <input type="text"/> |
| Will you require a designated continuous escort during your entire stay?                 | <input type="text"/> |

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## 4. Clearances and Authorizations (Signatures)

By typing/signing below, the parties acknowledge compliance with all plant safety, environmental, and security guidelines.

|                             |                      |                          |                      |
|-----------------------------|----------------------|--------------------------|----------------------|
| Visitor Signature:          | <input type="text"/> | Date & Time:             | <input type="text"/> |
| Plant Host Signature:       | <input type="text"/> | Date & Time:             | <input type="text"/> |
| Security Officer Signature: | <input type="text"/> | Clearance Level Granted: | <input type="text"/> |

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## 5. Security Office Use Only

|                                |                      |           |                      |
|--------------------------------|----------------------|-----------|----------------------|
| Gate Pass Badge Number Issued: | <input type="text"/> | Time In:  | <input type="text"/> |
| Key Card Access Level Code:    | <input type="text"/> | Time Out: | <input type="text"/> |