Department of Correction Rikers Island Security Unit Form SOD/RISU2 CLEARANCE REQUEST AND AUTHORIZATION FORM Effective 3/16/98 SECTION #1 - Instructions Effective 3/16/98 Section 3/16/98 SECTION #1 - Instruction Effective 3/16/98 Section 3/16/98 Section 3/16/98 Submission of a clearance requests. Non-excessibility of and section 3/16/98 Warden/Commanding Officers or Deputy Worden shall initials facility clearance requests. Section 3/16/98 Telephone # Officers or Excessibility of adaption of the security/affer issues of the Riker's Is. Correctional requests of the security/affer issues of the Riker's Is. Correctional requests of the security/affer issues of the Riker's Is. Correctional requests of the security/affer issues of the Riker's Is. Correctional requests of the Requested By (Print Last and First Name) RankTitle: Shield/ID# Command: Telephone #: (1)
SECTION #1 - Instructions Complete all of the required information in Section, #2 and #4. Submission of a clearance request does not necessitate approval. The command receives Notification of denials via fax and/or in writing. Confirmation of approvals shall be telephonically effected as follows: Wardens/Commandig Officers or Deputy Wardens shall initiate facility clearance requests. divisions or units) – Senior Staff Members or Commanding Officers on Executive Officer, only. It is the responsibility of each facility/command to inscribe the senior Staff Members or Commanding Officers on Executive Officer, only. It is the responsibility of each facility/command to methers are obtained of the security/sequest susce and the fiker's is Commanded in the security depicts and of the security depicts susce and the fiker's is Command. Requests / Escort Information Construction Control Trailer (718) 546-1578 Rules 1s. Clearance Officer (718) 546-1578 Rules 1s. Clearance Officer (718) 546-1578 Rules 1s. Clearance Officer (718) 546-1579 roblems/Information Date Requested E.g., speed limit, security whiches, display of ID/pass, unauthorized items) Rank/Title: Shield/ID# Command Telephone #: (18) 546-1578 Rules 1s. Clearance Officer (718) 546-1578 Rules 1s. Clearance Officer (718) 546-1578 Rules 1s. Clearance Officer (718) 546-1578 Rules 1s. Clearance Authorization Date Requested B.y (Print Last and First Name) Rank/Title: Shield/ID# Command: Telephone #: (1) Command Authorization Sr. Staff/Comm. Off/Dep. Warden/Excc. Off:: Rank/Title: Shield/ID #: Command:
SECTION #1 - Instructions Complete all of the required information in Section, #2 and #4. Submission of a clearance request does not necessitate approval. The command receives Notification of denials via fax and/or in writing. Confirmation of approvals shall be telephonically effected as follows: Wardens/Commandig Officers or Deputy Wardens shall initiate facility clearance requests. divisions or units) – Senior Staff Members or Commanding Officers on Executive Officer, only. It is the responsibility of each facility/command to inscribe the senior Staff Members or Commanding Officers on Executive Officer, only. It is the responsibility of each facility/command to methers are obtained of the security/sequest susce and the fiker's is Commanded in the security depicts and of the security depicts susce and the fiker's is Command. Requests / Escort Information Construction Control Trailer (718) 546-1578 Rules 1s. Clearance Officer (718) 546-1578 Rules 1s. Clearance Officer (718) 546-1578 Rules 1s. Clearance Officer (718) 546-1579 roblems/Information Date Requested E.g., speed limit, security whiches, display of ID/pass, unauthorized items) Rank/Title: Shield/ID# Command Telephone #: (18) 546-1578 Rules 1s. Clearance Officer (718) 546-1578 Rules 1s. Clearance Officer (718) 546-1578 Rules 1s. Clearance Officer (718) 546-1578 Rules 1s. Clearance Authorization Date Requested B.y (Print Last and First Name) Rank/Title: Shield/ID# Command: Telephone #: (1) Command Authorization Sr. Staff/Comm. Off/Dep. Warden/Excc. Off:: Rank/Title: Shield/ID #: Command:
Notification of denials via fax and/or in writing. Confirmation of approvals shall be telephonically effected as follows:
Wardens/Commanding Officers or Deputy Wardens shall initiate facility clearance requests. All other commanding to pressive and visions or units) - Senior Staff Members or Commanding Officers or Executive Officers, only. It is the responsibility of each facility/command to many factors are accurated of the security/seqrey issues of the Riker's Is. Correctional Complex (e.g., speed limit, securing vehicles, display of ID/pass, unauthorized items) Vehicle Access/Pass, Public Transportation, Rikers Is. Main Control Bidg. (718) 546-1539 SECTION #2 - Command Requests / Escort Information Requested By (Print Last and First Name) Rank/Title: Shield/ID# Command: Telephone #: (718) 546-1539 Uniform Escort Provided? Escort Officer (Print Last and First Name) Rank/Title: Shield/ID# Command: Telephone #: (1,
Date Requested: Requested By (Print Last and First Name) Rank/Title: Shield/ID# Command Telephone #: Uniform Escort Provided? Escort Officer (Print Last and First Name) Rank: Shield #: Command: Telephone #:
Uniform Escort Provided? Escort Officer (Print Last and First Name) Rank: Shield #: Command: Telephone #: \u00e4 Yes No Sr. Staff/Comm. Off/Dep. Warden/Exec. Off.: Rank/Title: Shield #: Command: Telephone #: Mapproved Denied Denied Sr. Staff/Comm. Off/Dep. Warden/Exec. Off.: Rank/Title: Shield/ID #: Command: Telephone #: Mapproved Denied Denied Title Visit Information - COMPANY NAME: PIN 0722014128SD Date of Visit: Visitors' Full Name Title Visitors' Full Title Vi July 22, 2014 1. 6. 11. Interview 12. Sectory DOC Affiliation 2. 7. 12. 13. Agency / DOC Affiliation 4. 9. 14. 15. Destinations (Check All That Apply): Interview In
□ Yes □ No
Command Authorization Sr. Staff/Comm. Off/Dep. Warden/Exec. Off:: Rank/Title: Shield/ID #: Command: Telephone #: SecTion #3 - Clearance Visit Information - COMPANY NME: PIN 072201412SSD Date of Visit: Visitors' Full Name Title Visitors' Full Name Title Visitors' Full Name Visitors' Full
SECTION #3 - Clearance / Visit Information - COMPANY NAME: PIN 072201412SSD Date of Visit: Visitors' Full Name Title Visitors' Full Name Title Visitors' Full Name Title Vi July 22, 2014 1. 6. 11. 1.
Date of Visit: Visitors' Full Name Title Visitors' Full Name Title Name Title Name Title Title<
July 22, 2014 1. 6. 11. Estimated Time of Arrival: 2. 7. 12. Setimated Time of Arrival: 3. 8. 13. Agency / DOC Affiliation 4. 9. 14. Agency / DOC Affiliation 4. 9. 14. Destinations (Check All That Xeply): 10. 15. Destinations (Check All That Xeply): 10. 15. Destinations (Check All That Xeply): 10. 15. CIFM/HP 0ARC NC Bureau Chiefs' Trailer DGS (Dept of General Sves.) Trailer Riker's Is Main Control Bldg Riker's Is Visitor Control Bldg GMDC NC Chapel Dockhouse/Ferrybats (OBCC Annex) Shore Rd. Trailer (Specify Area/Unit) GMDC RMSC/STEP Chief of Department's Field Office Firehouse/K-9 Unit Special Operations Div. (Specify Area/Unit) GRVC Wr/CDU Construction Management Unit Powerhouse Other (Specify Location):
Estimated Time of Arrival: 2. 7. 12. 3. 8. 13. Agency / DOC Affiliation 4. 9. 14. 5. 10. 15. Destinations (Check All That Xply): 10. 15. Destinations (Check All That Xply): 10. 15. 0. ARDC JATC Assets Management/Environmental Health Correction Industries Div/Support Services Unit Riker's Is Main Control Bldg Riker's Is Visitor Control Bldg 0. ARMCC NIC Bureau Chiefs' Trailer DGS (Dept. of General Svcs.) Trailer Transportation Div. 0. CIFM/HHP OBCC/CPSU Chapel Dockhouse/Ferryboats (OBCC Annex) Shore Rd. Trailer (Specify Area/Unit) Special Operations Div. (Specify Area/Unit) 0. GNDC RMSC/STEP Chief of Department's Field Office Firehouse/K-9 Unit Special Operations Div. (Specify Area/Unit) 0. GRVC WF/CDU Construction Management Unit Powerhouse Other (Specify Location):
Agency / DOC + Affiliation 4. 9. 14. Agency / DOC + Affiliation 5. 10. 15. Destinations (Check All That Apply): 1 15. 15. Destinations (Check All That Apply): Assets Management/Environmental Health Correction Industries Div/Support Services Unit Riker's Is Main Control Bldg Riker's Is Visitor Control Bldg AMKC JATC Bureau Chiefs' Trailer DGS (Dept. of General Svcs.) Trailer Transportation Div. CIFM/HHP OBCC/CPSU Chapel Dockhouse/Ferryboats (OBCC Annex) Shore Rd. Trailer (Specify Area/Unit) + GMDC RMSC/STEP Chief of Department's Field Office Firehouse/K-9 Unit Special Operations Div. (Specify Area/Unit) + GRVC WF/CDU Construction Management Unit Powerhouse Other (Specify Location): +
5. 10. 15. Destinations (Check All That Apply):
Destinations (Check All That Apply):
ARDCJATCAssets Management/Environmental HealtCorrection Industries Div/Support Services UnitRiker's Is Main Control BldgRiker's Is Visitor Control BldgAMKCNICBureau Chiefs' TrailerDGS (Dept. of General Svcs.) TrailerTransportation Div.CIFM/HPOBCC/CPSUChapelDockhouse/Ferryboats (OBCC Annex)Shore Rd. Trailer (Specify Area/Unit)GMDCRiker's Is Wistor Of Department's Field OfficeFirehouse/K-9 UnitSpecial Operations Div. (Specify Area/Unit)GRVCWF/CDUConstruction Management UnitPowerhouseOther (Specify Location):
Image: GMDC Image: RMSC/STEP Image: Chief of Department's Field Office Image: Firehouse/K-9 Unit Image: Special Operations Div. (Specify Area/Unit) Image: GRVC Image: WF/CDU Image: Construction Management Unit Image: Powerhouse Image: Other (Specify Location):
GRVC WF/CDU Construction Management Unit Powerhouse Other (Specify Location):
Reason For Visit Construction Delivery Renair Volunteer Work Type of Access/Pass Cota #1 Restricted Delivery Derking Evolution
La construction - benvery - repair - voluncer work
□ Clergy □ Meeting □ Survey □ Other (Specify) □ □ Gate #2 Restricted □ Gate #1 Unrestricted □ Other (Specify)
SECTION #4 – Vehicle Information
□ Chack Here if None In the event the number of vehicles exceeds four (4), attach additional vehicle information on a 600ar.
Vehicle Year Make Model Color License Plate State Vehicle Type
#1 D Car D Bus D Truck D Other
#2
#3 \Box_{Car} \Box_{Van} \Box_{Bus} \Box_{Truck} \Box_{Other}
#4
SECTION #5 – FOR SOD USE ONLY:
Date Received: Reviewed By (Clearance Officer) Rank: Shield #: SOD Time Stamp
Time Received: Approved By (SOD/RISU Supervisor) Rank: Shield #:
: hr.
ind Type of Access/Pass: Image: Gate #1 Restricted Image: Gate #1 Restricted Image: Gate #2 Restricted Image: Gate #1 Restricted Image: Gate #1 Restricted