For work on [*Dates*]:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
| Company/Contractor:  |  | Project Name: |  |
| Project Manager: |  | Phone: |  |
| Day Work Site Contact: |  | Phone: |  |
| Night Work Site Contact: |  | Phone: |

|  |  |  |  |
| --- | --- | --- | --- |
| Date  | Hours of Work(24 hr clock) | Location & Brief Description of work | Lifting Equipment\*ex crane, concrete pump, hi-lift, etc. require prior AZA approval |
| Sun |  |  |  |  |
| Mon |  |  |  |  |
| Tues |  |  |  |  |
| Wed |  |  |  |  |
| Thurs |  |  |  |  |
| Fri |  |  |  |  |
| Sat |  |  |  |  |

NOTICE REQUIRED FOR ALL AIRSIDE APPROVALS

|  |  |  |
| --- | --- | --- |
| **PROJECT INFORMATION** | **ITEM** | **NOTICE REQUIRED** |
| Existing Projects | Updates for same day night shifts  | Daily at 10am |
| Updates for weekend work (Friday PM – Monday AM) | Thursday by 12 noon |
| Look ahead for following week | Thursday by 12 noon |
| New Projects (non-capital) | Requiring airside coordination | Minimum 1 week (5 business days) |
| \*no new projects requiring airside coordination will be accepted on a Friday |
| Runway Closures | Not maintenance related | Minimum 2 weeks (10 business days) |
| \*Subject to scope of project and approval from Director Airside Operations |
| Taxiway Closures |  | Minimum 1 week (5 business days) |
| Gate Closures/Impacts |  | Minimum 3 business days |
| Vehicle Corridor Impacts |  | Minimum 1 week (5 business days) |
| Additional Airside Impacts | Access to PSL Gates | Minimum 10 business days |
| Airport Zoning Assessments (AZAs) | Minimum 7 business days |
| Construction bin placement airside | Minimum 2 days’ notice |