

CARD KEY FORM FOR GENERAL ACCESS TO OLAC FACILITIES

INSTRUCTIONS *(Please read carefully, as some of these instructions have changed):*

- The following must be completed and this form submitted in person to North Animal Facility (NAF 203)

Date Completed and/or Applicable Signatures*	REQUIREMENTS:
	OBTAIN A CAL 1 ID CARD AND CALNET ID: Bring ID card in with this form (https://cal1card.berkeley.edu/)
	ENROLL IN THE ANIMAL OCCUPATIONAL HEALTH & SAFETY PROGRAM BY SUBMITTING RISK ASSESSMENT IN THE OCCUPATIONAL HEALTH SURVEILLANCE SYSTEM (Online) (https://ehs.ucop.edu/ohss & https://www.youtube.com/watch?v=xhlqSJq2zfs)
	CITI TRAINING (Online): "Working with the IACUC" (http://acuc.berkeley.edu/citi_guide.pdf)
	OLAC ORIENTATION & BASIC SAFETY TRAINING (In-Person): Instructor's Signature/Date Required* (http://www.olac.berkeley.edu/training)
	FACILITY ORIENTATION (In-Person): Instructor's Signature/Date Required* (http://www.olac.berkeley.edu/training.html)
	PRINCIPAL INVESTIGATOR AUTHORIZATION: PI Signature/Date and Activation Dates Required* Activation Dates: From _____ To _____
	ADDED TO ANIMAL USE PROTOCOL Print out the dashboard from your AUP (http://acuc.berkeley.edu/eprotocol_guides/facility_access.pdf) or OACU email with verification, is required
	FOR ADDITIONAL ACCESS TO RESTRICTED AREAS (High Barrier, ABSL2, ABSL3, NHP, and Bat Areas): Fill out the Restricted Access Form

APPLICANT'S INFORMATION

Applicant Name (Last, First): _____

Check one of the selections below:

- Faculty Staff **Student/Employee ID#:** _____
 Post-Doc Graduate Student Undergrad Student Other: _____

Card Key# (from the backside of the card): _____

Job Title: _____

Email Address: _____

Phone: _____

Principal Investigator Name: _____

Applicant Signature: _____ **Date:** _____

Check box	Animal Facilities Access Request
	NAF: Northwest Animal Facility
	LKS: Li Ka Shing and Room number _____
	LSA-6: Life Science Addition 6 th Floor and Suite (list suite number) _____
	LSA-B: Life Science Addition Basement
	Minor Hall
	Other: _____