



CAPITAL PROGRAMS AND ENVIRONMENTAL AFFAIRS Escorting Service Request (ESR)

NO.

SUBMIT 48 HOURS PRIOR TO DATE NEEDED TO:

CONSTRUCTIONESCORTING@MASSPORT.COM
cc: CP&EA Project Manager

General Information Section

Requestor _____ Today's Date: _____
 Company Name _____ CM Name _____ 24 HR Phone # _____
 Contact Name _____ Email _____

Escort Request

Project Name _____ Project # OR WO# _____
 Assembly Point _____
 Site Contact Name: _____ Contact #: _____

Day	Date	Start Time	End Time	Type of Escort		Verification of Hours		
				Personnel	Vehicle	Actual Start / Finish	Escort Last Name	Working Lunch
Monday								
Tuesday								
Wednesday								
Thursday								
Friday								
Saturday								
Sunday								

Completed by Escort Company

If you request a vehicle, you will get one (1) vehicle and one (1) driver escort.

I have read and understand all of the policies and procedures that are outline in the Massport temporary visitor pass program, attached, revised on July 30, 2015.

Do all visitors have a TVP? Yes NO, If no please fill out TVP application and email to the Badge Office.

Backcharge to Subcontractor? Yes NO Name of Subcontractor _____

Scope of Work:

REQUIRED

CP&EA Use Only **Manager Construction Operations-Logistic Approval:**

Approve _____ Deny _____ Amend _____

Escort Company:

Liberty Construction Service, Craig Fagan Cell # - (617) 691-7031 Email: CraigFagan@libertycs.com
 Representative on Site: _____ Email: _____

Precision Cleaning Company, Richard J. Casey, Tel # (617) 569-0341 Email: precisioncleanrc@aol.com
 Representative on Site: _____ Email: _____

cc: CP&EA Project Manager
CP&EA Program Manager, Construction
CP&EA Resident Engineer